



**Regular Meeting of the Board of Directors  
Villages of Westcreek Owners' Association, Inc.**

**I. OPEN MEETING:** The Regular Meeting of the Board of Directors was called to order by the President at 1:05 p.m., Saturday, May 22, 2010. The purpose of the meeting was to conduct regular business as identified in the pre-approved Agenda. Meeting minutes for the March Regular Monthly Meeting (dated Mar 18), the April Special Meeting (Apr 15), the April Special Meeting (Apr 29), and the Organizational Meeting were reviewed and approved at this meeting.

Mr. Steele made note of the changes in the Agenda, which consisted of moving the Member/Guest Forum to after the Department/Committee reports and Unfinished/Old Business. Mr. Steele outlined the reason for having the meetings on Saturday versus Thursday. Discussion was held on the benefits to the Members. The discussion was tabled after deciding to post more signs and to update the website to inform the Members of at least one more meeting on Saturday next month. The final decision will be made next month and is dependent upon turn-out.

Board Members Present:

John Steele, President	Alan Foss, Vice President
Kevin Drummonds, Secretary	Judi Cannon, Treasurer
Rick Severs, Asst. Secretary	

Board Members Absent: None

Staff Present:

Elizabeth Jensen, Community Manager	Oswald Willis, Asst. Community Manager
Ken Lemanski, Standards Superintendent	DeAdra Harston, Recreation Superintendent

Members/Visitors Present:

Cher Squillante, VWOA Member	Jo Fenstermacher, VWOA Member
Bill Fenstermacher, VWOA Member	Roberto Romero, VWOA Member
Cheryl Drupiewski, VWOA Member	Sandy McManus, VWOA Member
David Panter, VWOA Member	Jean Woodward, VWOA Member
Eugene Hopkins, VWOA Member	Bri Rolston, VWOA Member
Geoff Humes, VWOA Member	

**II. COMMITTEE/DEPARTMENT REPORTS:**

- a. Recreation Department: A written report was provided and is attached to these minutes. Mrs. Harston asked if there were any questions on her report. Mr. Steele asked for more information be added to the report, specifically the number of participants contract- and staff-provided events. Mrs. Harston asked to add pool rules changes to new business. Mr. Severs commented that opening the pool early was very successful and there have actually been times when the pools had reached capacity of 100. Mr. Drummonds asked how many Members had responded to the Member survey. Mrs. Harston said she would get the numbers for the next meeting. Mr. Drummonds also made a suggestion to be implemented to next years' Rummage Sale and that was to mark the areas off and assign sites. Also, provide written instructions to each vendor as to where to drive as well as off-limits areas for vehicles. Mr. Severs asked a question on the Water Aerobics, specifically what was the number of participants in the class to warrant closing the pool one hour early. The report was approved by 5/0 vote of the Board.
- b. Maintenance Department: A written report was provided and is attached to these minutes. Mr. Gavia was not present and Mrs. Jensen responded to questions. Mr. Foss asked about the tires for the truck and Mr. Steele noted the information was not included in the report. Quotes are available and will be provided in the Executive session. Mrs. Jensen explained the options for mulching the monuments and asked the Board Members to review and provide guidance. Mr. Drummonds asked about the staining of the fences, specifically what has been done and how much remains to be done. Mrs. Jensen said that Mr.

Lemanski could answer this question and he stated that approximately 6 sections (between the posts) remained. Mr. Foss asked if anyone had looked to see if the manufacturer specifications for the stain to see it performed as advertised. Mr. Lemanski explained that the stain was put on old boards as well as new and therefore some soaked up the stain more than others. This caused the variation in appearance. Mr. Drummonds stated that it was necessary for the Maintenance Department to include monitoring the fences as part of their monthly report. Mr. Lemanski stated that the new standards require maintenance to provide the Board a report once a year. Homeowners must be notified as required repairs are necessary. Mr. Foss asked if it possible to provide Homeowners with options to have contractors or volunteers to assist them to repair fences if they are unwilling or unable to do the work themselves, to which Mr. Lemanski stated they already have and are notified of these options. Mr. Steele stated that Mr. Gavia should include status of fences as well as work and status of monuments throughout the Community in his report in the future. Mr. Drummonds provided two quotes for chipper/shredder and Mr. Steele asked to have Mr. Gavia provide the Board with options at the next Board meeting. The written report was approved by a 5/0 vote of the Board.

- c. Standards Department/Architectural Review Committee: A written report was provided for the past two months (April/May). Mr. Lemanski responded to questions. Mr. Drummonds asked why the ARC report was included with the Standards Department report. In effect, Mr. Lemanski is the ARC Secretary and accepts all inputs, monitors PIA reports, and answers any Homeowner questions for the ARC. Mr. Drummonds stated that there were sufficient issues in the Standards area and working for the ARC may pull him away from his actual duties. Mrs. Cannon questioned why the security report was also part of the Standards report. He explained that he picked this task up as a result of his ties to Cellular on Patrol. Mr. Steele mentioned that if we identify taggers to Officer Regules, NSISD Police, at Luna Middle School, he would check it against their database of taggers and we could press charges on the individual (if a match was made). Mr. Steele asked that Homeowners and Staff take digital pictures of the graffiti and the Staff will report it to Officer Regules. Mr. Drummonds asked if anything had been done on the city tree challenge and Mr. Lemanski stated he was waiting for a report from Mr. Gavia for his recommendations on where to place the trees. Mr. Drummonds that several trees had been trimmed at the monuments to Quail Meadows and they had not been sprayed to seal the cuts to prevent oak wilt. The Board approved the written report by a vote of 5/0.
- d. Community Management Department: Mrs. Jensen provided a written report and added that she would be attending the tax appraisal hearing next week. Mr. Drummonds asked for numbers of people that come into the office on those Saturday's that we open. Mr. Steele also asked that we have a study conducted for an entire month to see when people visit the office and what hours are busiest. Mrs. Jensen was asked to conduct a study. Mr. Drummonds asked what the actual numbers for delinquent accounts were (i.e., breakout of total number of delinquencies, dollar value) and on a monthly basis, a list of the Homeowners that are going to the Lawyer. Mr. Steele told the Staff to send the Board President (who will in turn, send it to the rest of the Board) a list of all Homeowners being sent a TPC 209 letter. A Board representative will personally contact the Homeowner in an attempt to work out the issues prior to turning them over to the Lawyer. There were several ideas presented and will be discussed in the future. After several minor corrections, the Board approved the report by a vote of 5/0.
- e. Finance Committee: Mrs. Cannon stated that the Committee had not met since the elections. A motion was made to accept the members of the Finance Committee that existed previously. The members of the Committee are: Sam Tomlinson, Karl Neumann, Bri Rolston (Secretary), Vickie Wallace, Kevin Drummonds, and Judi Cannon (Chair). Bri Rolston has minutes from the last meeting and it was requested that she forward them to Mrs. Cannon and Mrs. Jensen. Mr. Steele asked that the Finance Committee provide an executive summary of monthly activity in the future. Mrs. Cannon gave an explanation of the profit and loss statement. Additionally, she explained what she planned to do in the upcoming month. A motion was made by Mr. Severs to hold all Committee meetings at the Community Center or the Sports Park. No second was received and the motion failed. Mr. Severs pointed out that any meetings held in other locations must be accessible to all Homeowners, including our Handicapped

Members. After discussion, it was decided that all VWOA meetings would be held at the Community Center or Sports Park, if possible, but any meetings held will be accessible to all Homeowners. The Board approved the Balance Sheets and P&L statements by a vote of 5/0. Mrs. Jensen explained that she was still working on updating the signature cards for the new Board Members. An update was given on the reserve fund management/study. The Finance Committee had not had a chance to meet yet, but they have gathered the data and will have a meeting as soon as Mrs. Cannon gets back on her feet.

- f. Landscaping Committee. There was no written report and Mrs. Cannon asked for volunteers from the audience. Several Members were identified as expressing an interest, including Mrs. Lillian Castillo who stated that she would serve on the Committee and that many of the plans were already approved by the ARC and in place. The Landscaping Committee Administrative Resolution was rescinded by the previous Board; therefore, Mr. Drummonds volunteered to work on a new one.
- g. Nominating Committee. Mr. Hoskins had not responded or provided an after action report. Mr. Drummonds was tasked to contact Mr. Hoskins to obtain the report. It was pointed out that a new Nominating Committee needs to be formed and the formation of the Committee was postponed until the next meeting.

### III. UNFINISHED BUSINESS:

- a. Advisory Committee. The Administrative Resolution was presented to the Board two months ago and it was reviewed previously. Mr. Steele described how the AR came about and what it was intended to do. Mr. Severs made a motion to do away with the Advisory Committee; however, Mr. Steele pointed out that the Committee was never actually created. The motion was amended and seconded to drop the Advisory Committee issue and/or table it indefinitely. The Board voted to approve the amended motion by a 5/0 vote. **TABLED (INDEFINITELY).**
- b. Communications Project: Mr. Steele asked to move this discussion up in the agenda to after the Advisory Committee discussion. Mr. Steele reported that a meeting was held on May 7<sup>th</sup>, 2010, with Mr. Geoff Humes, Ms. Bri Rolston, Bill Fenstermacher, Cher Squillante, Garrett Doyle (virtual) and Mr. Steele. The Members met and discussed many of the challenges outlined by Mr. Steele and began by focusing on the computer issues. Mr. Humes and Ms. Rolston had already reviewed the infrastructure once and agreed to review the overall IT infrastructure, IT security, and web services. They began developing an infrastructure plan, including determining hardware, application, and data needs. The Board approved unanimously the motion to have Mr. Humes and Ms. Rolston sign an NDA. The web site and on-line payment issues were also discussed. One of the Committee objectives is to update the Resident contact information for all homes in the Villages of Westcreek. Mr. Steele also stated that the project team will be drafting an Administrative Resolution. No minutes of the meeting were kept; however, it was suggested that minutes be kept in the future. **OPEN.**
- c. Swim Club: Mr. Steele asked if Coach Rodriguez had completed a contract. The Coach is attempting to obtain insurance, but is having problems as the cost is prohibitive due to the number of anticipated participants and the nature of the activity (i.e., swim camp). He is still looking into the options. Our current insurance does not cover participants in contracted classes. In the past the participants paid for the cost of the swim team insurance. **OPEN.**
- d. Newsletter: A reminder was given for the due date of articles for the Newsletter. Mr. Drummonds reminded the Board of a request by the Senior's Group to place an article in the Newsletter (free of charge). This was discussed briefly and the Group actually wished to advertise, specifically Community activities and other events open to all Members of the Association. The Board unanimously agreed to allow the Group to place articles in the Newsletter. All Members of the VWOA are encouraged to submit their articles to the Board and the Board will determine if it can be allowed or not. **CLOSED.**
- e. Community Center Use: The use of the Community Center was questioned as to why Homeowners could not use the facility for any purpose they see fit since we permit the Senior's Group to use it. The Board discussed the issue and decided to look into this issue and discuss it at the next meeting. **OPEN.**

- f. Trash Day Options: Mr. Lemanski identified the options for this type of activity. The cost of these dumpsters is very expensive. After much discussion, Mr. Foss made a motion that we not do Trash Day, but rather inform the Members of the Association of how they can dispose of their large items. Mr. Steele asked Mr. Lemanski to write an article for the Newsletter explaining how Members can dispose of their trash (unwanted items). Large items, recycling items and other items were to be outlined in the article. The motion was seconded and approved by a vote of 4-1, with Mr. Severs as the dissenting vote. **CLOSED.**
- g. Insurance Review: Mr. Drummonds presented a written report and briefed on the potential savings associated with eliminating life guards and/or gate guards. See attached report. Our current cost for liability insurance is \$29,665 for the VWOA with life guards. SWBC quoted an additional \$1500 for insurance without life guards for a total of \$31,165. Our insurance carrier stated that there would a slight increase in our general liability. Proximity cards were discussed. A few issues were discussed: potential for deaths, health issues when there are accidents at the pool, and how to maintain capacity numbers. The Board decided to table for further research. **TABLED (UNTIL JUNE MEETING).**
- h. Posting Administrative Resolutions to the website: The Board discussed and agreed unanimously to have all ARs posted to the website. **CLOSED.**
- i. Schedule of walk-through of the facilities for the new Board: Mr. Steele explained the intention behind this subject and discussed a walk-through of one of the Villages to observe standards with Standards Monitors. Mr. Steele asked Mr. Foss to organize this and he agreed to take the action. **OPEN.**
- j. Security Project Team: An initial meeting was held and the Members are Mr. Ed Garcia (Chair), Mrs. Cheryl Drupieski, Mr. Andy Felth, Mr. Bill Fenstermacher, and Mr. Foss. Mr. Drummonds and Mr. Steele identified other Members had previously expressed an interest, such as David Daniels, Scott Rosario, and Roberto Romero. Mr. Foss was asked to contact them as well. Mr. Foss said the team had not gotten into too much detail, but he had set down a path that he would like the team to look at; first, being getting as many of the cars of the streets as possible. They are looking at getting stickers for every Member vehicle in the Community to distinguish whether a vehicle belongs or not and make purchasing them mandatory. Several other issues were discussed, including signing the VWOA up for the National Night out, getting Team Captains for each of the Villages for Cellular on Patrol, and having block parties. Mr. Steele asked Mr. Foss to develop an Administrative Resolution for presentation at the next Board Meeting. Mr. David Panter requested that the Committee name be changed to Public Safety Committee versus Security. The Board agreed and the name is hereafter changed. **OPEN.**
- k. By-Law and Administrative Resolution review: Mr. Drummonds briefed the Board that only two volunteers thus far, Mr. John Woodward and Mr. Guy Oliver. He also asked that the volunteer request be posted to the front page of the web site. No meeting had been held at this point. **OPEN.**
- l. Strategic Planning: The previous strategic plan was provided to each of the Board Members. As this was the first viewing by the Board, it was decided to get a volunteer from the Board to organize the effort. Mr. Severs volunteered. The Board decided to hold further discussion until it can be organized. **OPEN.**
- m. Election Process: No action had been taken. **OPEN.**
- n. Oath (update): Mr. Severs stated he had worked on a draft and will forward to each of the Board Members prior to the next monthly meeting. **OPEN.**
- o. Personnel/Staffing: Mr. Steele obtained the handbooks and job descriptions and will be reviewing those soon. He will also be conducting a work study and bring options to the Board. **OPEN.**
- p. Letter to Sheriff Ortiz: Mr. Steele provided a copy of the letter to Sheriff Ortiz, which is attached. Options were discussed to get our elected Sheriff out to visit us. **CLOSED.**
- q. Builder Flag Pole: No contact had been identified at McMillin. Once a point of contact is identified, we would ask that they donate their flag pole to the VWOA. **OPEN.**

#### IV. OPEN FORUM:

- a. Mr. Hopkins addressed the Board about enforcing the standards of the VWOA. He asked that the hours of the Standards Monitor's be re-examined. They were recently reduced from 20 hours to 16 hours and this, in his opinion, affecting the enforcement of standards. He also asked that they have increased training and volunteered to help provide the training. He stated that they need the time to perform the task and the knowledge to enforce the standards consistently. A discussion was held on how the VWOA can get Members to be compliant with standards, specifically mowing. Mr. Severs pointed out the sections in the By-Laws (12.05 and 12.06) which allow the VWOA to do these tasks. In addition, Mr. Steele identified instances where some Members are unable to perform some of these repairs (i.e., deployed spouses, elderly, handicapped). He asked that we come up with an alternative for these individuals for a nominal fee. The goal would be to generate revenue while performing a valuable service. **OPEN.**
- b. Mrs. Romero identified herself as the Contractor running the SMASH program and explained that she is currently limited to only Members and their family members as participants. Many of her participants would like to bring friends to the classes that are not Members of the Association. Mr. Steele identified the previous Board's decision to limit participation in these programs to only Members in good standing. Mr. Steele made a motion to allow individuals from outside the Community to participate in our programs with the stipulation that they pay a 10% surcharge and Members of the Association are never turned away. The motion was seconded and approved by a vote of 4/1 (with Mr. Severs opposed). **CLOSED.**
- c. Ms. Cher Squillante asked if the Park restrooms could be opened during the times of the day that the Park is open. Mr. Drummonds identified the issue that we do not technically have public restrooms, that the restrooms are part of the Pavilion. There has been an issue of damage to the facilities when left unlocked. Mr. Steele stated that the only way we can protect them is to use proximity cards or have them unlocked by the Park Monitor or Deputy when they are on the premises. Mr. Steele stated that the Deputy will unlock them as part of their duties and monitor them as a temporary solution.
- d. Mr. Bill Fenstermacher asked if, given the new standards, if we could come up with a brief outline of the standards. Perhaps a "standards at a glance" could be created for the Homeowners. He also identified there was no actual checklist, courtesy notice and a third document. Mr. Lemanski stated that he does have a slide presentation that can be placed on the web site. Mr. Steele asked Mr. Lemanski to do an 'executive summary' of the changes to the standards in the next Newsletter.

#### V. NEW BUSINESS:

- a. Pool Rules: Mrs. Harston presented several recommended changes to the Board. These were hand-written and read aloud, to be reviewed individually at the meeting. The changes were approved by the Board by a vote of 4/0 with Mr. Severs recusing himself as he was not present for the entire discussion. A copy of the new rules and the changes will be provided for inclusion in the minutes. **CLOSED.**
- b. HOA facility usage: Several groups have asked to use the Community Center (i.e., Weight Watchers, Alcoholics Anonymous, local school band). After much discussion, it was decided to table this discussion until next month's meeting. Several groups asked to use the facilities in the short term (before the Board is able to make a policy). The Board agreed to offer the facility for use by certain organizations (i.e., school groups, etc) as long as they pay for the monitor and any other associated fees, and only until a policy is established by the Board. **OPEN.**
- c. Standards Monitor's: Mr. Drummonds made a motion to return the Standards Monitor's hours to 20 hours each week. After a budget discussion, the motion was seconded and amended to be effective immediately through September (at which time it will be readdressed). The amendment was accepted by Mr. Drummonds and the Board approved the amended motion unanimously (5/0). **CLOSED.**
- d. Procedures for Yard Sales. Mr. Lemanski presented written procedures for yard sales (attached). Mrs. Cannon made a motion to approve the revised procedures for the yard sales and it was seconded. The

procedures call for Members to pay \$15 to hold yard sales, which includes signs, without a refund afterwards. The motion was approved by a 5/0 vote of the Board. **CLOSED.**

**VI. The Next Meeting:** The next regular meeting will be held on Saturday, June 26, 2010 at 1:00 p.m. in the Community Center. Mrs. Harston was asked to obtain signs, in which the dates could be changed, and to place them at strategic locations in the Community prior to the next Board meeting.

**VII. Adjournment:** There being no further business before the Board, the meeting was adjourned at 4:35 p.m.

Written by:

\_\_\_\_\_  
Kevin M. Drummonds, Secretary

Date: \_\_\_\_\_

Approved by:

\_\_\_\_\_  
John B. Steele, President

Date: \_\_\_\_\_

Posted in the VWOA Book of Minutes by:

\_\_\_\_\_  
Oswald Willis  
Assistant Community Manager, CMCA®, AMS®  
VWOA

Date: \_\_\_\_\_

## **Parks and Recreation April 2010 Report**

Board of Directors Meeting – May 22, 2010

Submitted by: DeAdra Harston

Superintendent of Parks and Recreation

### **I. Programs/Classes**

- a. **Basketball** – Starts in June. Will be playing pick-up games on Saturdays.
- b. **Cardio Kickboxing** – Monday & Wednesday nights @ 6:30 pm.
- c. **Cycle Ride 25 Miles** – Will be held May 28. Members will meet at the Community Center at 6:00 pm.
- d. **Flag Football** – Have 43 enrolled. Biggest age group 4/5, 6/7 and Adults.
- e. **Water Aerobics Class** – Monday/Wednesday/Friday mornings 9:00 – 10:00 am @ CC Pool. Night classes, not enough participants registered yet to hold classes.
- f. **Missions Baseball** – Reserved 300 seats for VWOA members @ \$6.50 a ticket for two different games. No obligation for VWOA to purchase any tickets. If not all 300 tickets are bought, remaining will be sold at the gate at regular price. Kate Modrovsky, Missions Account Executive, is our contact. On Monday, June 7, Kate will bring tickets and collect monies from members. GAME: Saturday, June 19, Section 203 upper deck in shade.
- g. **Olympic Karate** - Classes running Tuesday and Thursday evenings.
- h. **SMASH (School of Modern Arts, Salsa & Hip-Hop)** -Classes run Monday/Wednesday mornings & Monday/Thursday nights. Will be offering several camps this summer during the day.
- i. **Soccer** – Finished a great season on May 1 with a potluck party at the Pavilion. We had 67 participants consisting of 10 teams. As a thank you to us, the photographer, Studio 2410, would like to create a frame(s) of all the fun team pictures for our lobby wall. May we hang?
- j. **Swim Lessons** – Start June 8. Filling up fast.
- k. **WC Scrap Bookers Get Together** – Second Tuesdays and fourth Fridays at Community Center.

DeAdra Harston

[vwoa-rd@sbcglobal.net](mailto:vwoa-rd@sbcglobal.net)

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## **II. Events**

### **a. Rummage Sale – May 8, 2010**

- i.** Great turn out from both vendors and buyers. Pre-sale tickets: 75. Pre-registration a big hit. Very smooth flow of traffic in the morning. No long lines. No congestion.
- ii.** Next Rummage Sale: October 2.
  - Will need to continue to secure 3 volunteers to direct traffic in parking lot, especially after 9:30 am.
  - Medina Children's Home secured for October 2.

### **b. Annual Picnic Theme – Good Ol' Texan Bar-b-Que, Saturday, August 28, 11:00 am – 3:00 pm @ Park**

- i.** Grady's Bar-b-que
- ii.** Pony rides, tug of war, sack races, face painting, snow cones, hula hoop races
- iii.** DJ donating services has not confirmed August 28<sup>th</sup> date.

## **III. Member Survey**

### **a. Questions, Program, and Class interests?**

- i.** Close CC Pool one hour early Wednesday nights for Water Aerobics, 7:00 – 8:00 pm. This was accepted in the vote.
- ii.** What time for Coached Adult Lap Swim – Time voted on: 9:00 – 10:00 am. This will start in June.
- iii.** Night Pilates/Day Pilates a big request. Tai Chi/Qigong Saturday morning in the Park, big request.

### **b. Members requested a lane line be installed and kept in the entire summer. Members complained of the lane line installed last year, took too much space for one swimmer when the pools were crowded.**

- i.** I suggest: Three days CC Pool: Monday/Wednesday/Friday. Three days Park Pool: Tuesday/Thursday/Saturday.

## **IV. Miscellaneous**

### **a. Pools Opening after School**

- i.** Big hit. Members are very appreciative of the extra hours.

## **V. Executive Session**

### **a. Contractors and participants.**

**STANDARDS DEPARTMENT REPORT****VILLAGES OF WESTCREEK OWNERS' ASSOCIATION**

REPORT FOR THE VWOA BOARD OF DIRECTORS

Report for May 2010. Presented to the BOD June 26, 2010.

Kenneth M. Lemanski Sr., BA, CEM

Superintendent of Standards

<b><u>TOPICS</u></b>	<b><u>ACTION/NOTES</u></b>	<b><u>STATUS</u></b>
<b>STANDARDS</b>		
ARC Committee	Fully staffed with three regular members and two alternate members.	Closed
Property Improvement Applications	See attached graph for those that were approved and not approved.	Info Only
Texas Property Code Letters	Two (02) TPC letters and five (05) Pre-TPC letters were mailed.	Info Only
TPC Attorney Referral	I have several for your review during Executive Session.	Open
Courtesy Notices Issued	1,077 were issued for the month .	Info Only
Staffing/Personnel	Fully staffed with six part time Standards Monitors. Back to 20 hrs per week. The one possible volunteer monitor never came back for further training. Training was conducted with Mr. Hopkins on June 14, 2010. A new job description for the monitors has been created. Several residents have gone out with the monitors to learn what they do. The walk with a monitor has met with positive results so far.	Open
<b>PROJECT MANAGEMENT</b>		
Fence Project	Letters have been sent out to last four homeowners who have been holding out on this project.	

City of San Antonio Tree Challenge	The package was turned into the City of San Antonio prior to the cut off date of June 25, 2010.	Open
Crime Stats	Please refer to the attached report.	Open
Newsletter Information	<p>I wrote one article about National Night Out which is scheduled for Tuesday Oct 5, 2010 in Texas.</p> <p>I have forwarded two flyers for the newsletter. One deals with feral cats and a second one from SAWS is on how to dispose of old or unused medication properly.</p>	

# VWOA Pool Rules

The swimming pool is for the enjoyment of residents in Westcreek. For your maximum enjoyment and safety, certain rules are necessary. Rules may be amended or added to at any time by the Board of Directors.

1. The pool is closed at all times when a lifeguard is not on duty. Pool hours are posted on the premises.
2. Lifeguards, under the authority of the pool manager, are in charge of daily pool operation and are responsible for enforcing pool rules. All persons entering the pool area consent to the posted rules and must obey the reasonable instructions of the on-duty lifeguards or leave the pool area.
3. All persons using the facility do so at their own risk and in conformance with these Rules. Any person may be ejected from the pool facility, at the sole discretion of the lifeguard on duty, for violations of the Rules or for any other reason, which, in the lifeguard's judgment constitutes a hazard to others.
4. The Association and its employees are not responsible for accidents or injury; however, the lifeguard must be notified of any injury immediately.
5. The Owners' Association, its members, directors, managers, and employees will not be responsible for the loss or damage of any personal property of any kind.
6. All members must show their own, personal current VWOA photo ID card to be admitted to the pool. There will be a charge of **\$10.00** for all replacement cards. Swimmers will wear appropriate swimming attire for a family atmosphere.
7.
  - a. All guests, both swimmers and spectators, must register upon entering the pool facilities. Individuals 12 years old are not allowed any guests per current ID Card, individuals 13 - 17 are allowed one (1) guest per current ID Card, individuals 18 and over are limited to two (2) guests per current ID Card. Members must accompany guests at all times, and be responsible for the behavior of their guests. Residents 12 years and above **CANNOT** be guests. **Swimmers must be 12 years or older and have a current VWOA ID card to enter the pool area alone.** Children under 12 accompanied by their resident parent(s) are not considered guests. Children under 12 brought to the pool by other than their resident parent(s) will be counted as guests.
  - b. When an unaccompanied person under **(12) twelve years of age is found without a guardian 12 or older**, an attempt will first be made to contact the individual's parents with a request to pick up the unaccompanied child. If the parents are unavailable, the Gate Guard will contact the Bexar County Sheriff's Department; the child will be reported as abandoned. The Sheriff will be asked to pick up the child. Siblings caring for other siblings are to conduct themselves in a mannerly fashion. Those not adhering to rules and regulations will be asked to leave the pool by the Gate Guard and/or Life Guard. The Board will be notified. The family will be denied access to all pools for 30 days.
8. Persons under the influence of alcohol or drugs will not be permitted within the pool facility. Alcoholic beverages are not permitted within the pool facility except for private parties approved by the Board of Directors.
9. Glass bottles, gum-chewing and smoking are prohibited in the pool area. Skates, skateboards, bicycles, etc., are prohibited. Animals, including pets but not including animals for disabled assistance, are prohibited. Birthday parties during normal operating hours are prohibited.
10. Food and drinks will be permitted on the patios in unbreakable non-glass containers only. Do not take food or drinks within 10 feet of the pool's edge.
11. Persons with skin disorders or other infectious diseases will not be allowed to enter the pool.
12. Spitting or spouting water, "dunking," running, scuffling, or horseplay of any kind, in or around the pool, will not be allowed. Diving is not allowed. The use of profane language is prohibited and is grounds for ejection.
13. Water sports and games may be allowed at the discretion of the Lifeguard.
14. No glass facemasks, glass goggles or water soakers, and/or water gun weapons will be allowed in the pool gate. **Only Coast Guard Approved** floating devices attached to the swimmer for safety are allowed. Floating toys, chairs, balls, etc., larger than 26 inches in length or width are not allowed inside the gate area.
15. Parents must assume full responsibility for babies in the wading pool. See posted limits for use of the wading pool.
16. Rest room facilities are available and will be used. Anyone not toilet-trained must wear swim diapers in every pool. Diaper changes are to take place in restrooms away from pool's edge.
17. Use waste receptacles. Keep the area clean. It will be as clean and pleasant as you keep it.
18. The on-duty lifeguards may answer questions regarding pool rules and operations but must not be engaged in casual conversation. The lifeguards are required to watch swimmers at all times.
19. At the discretion of the senior lifeguard, a lap lane may be created for any person wishing to swim laps Monday, Wednesday and Friday at the Community Center Pool, Tuesday, Thursday and Saturday at the Park Pool. As a courtesy, other swimmers should avoid interfering with the lap swimmers while the lane is in use.
20. After a non-adult swimmer has been removed from the pool area for rules violations, his/her parents will be notified. For all swimmers, a third removal from the pool will result in suspension from use of the facility until reinstated by the Board of Directors.
21. Pool facility operating hours must be strictly adhered to. Please leave the pool facility no later than 5 minutes after the designated closing time so the facility may be cleaned, closed, locked. On days when the pool is rented for a party, please clear the pool gates by designated closing time.
22. A rest period is scheduled every hour, on the hour. The pool is to be cleared by all patrols during this break.