

VENTANA LAKES RULES FOR HOMEOWNERS

**RULE 3. COMMON AREAS AND FACILITIES**

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*Formerly in documents named below and in “Community Information”*

**3.1 Identification Badges**

- A. The purpose of this rule is to establish a means for identifying whether a person is a resident or an authorized guest of Ventana Lakes while using Association common areas (which include all recreational facilities and the Management Office). It is **REQUIRED** for the following:
- 1) The I.D. badge (or Guest Pass) **must** be in possession to enter any swimming pool area, and **must** be readily available at all times while using a swimming pool.
  - 2) To play Bingo.

- 3) Voting in the annual Ventana Lakes Board Election.
  - 4) While fishing on VLPOA property.
- B. All residents and their guests should wear their Ventana Lakes POA Badge or have the badge in their possession at all times while on Ventana Lakes common areas and when inside any of the facilities. A homeowner's ID badge is non transferable.
  - C. Identification Badges are not required at activities for which tickets have been purchased from the Management Office.
  - D. In the event a person is not known to a homeowner and does not have an identifiable homeowner with them, and does not have a VLPOA badge evident, but is using VLPOA common areas, lakes, or facilities, any homeowner may request that the person produce evidence of residency/authorized guest pass on Ventana Lakes property.
  - E. Any resident may notify the management office or call the Police Department to report trespassing.

*Formerly #2006-12 of September 9, 2006 with an effective date of December 1, 2006. Amended by the Board November 18, 2009 (A 1 through 3). Adopted January 20, 2010.*

### **3.2 Prohibition Against Modifying Common Areas**

No owner, resident, guest, invitee *et. al.* may take it upon themselves to perform maintenance or repair to any VLPOA common grounds or common ground elements without prior written express direction from the VLPOA Board of Directors, Landscape Committee, or Community Manager. Any owner, resident, guest, invitee, *et. al.* violating this resolution rule and thus creating a detriment to the common ground or common ground elements will be charged for any expense incurred by the Association to repair or replace the common ground or common ground elements. Any and all expense incurred, including legal costs, will be collected in the same manner as Assessments.

*Previously 2003-03 of September 17, 2003, effective October 1, 2003; reviewed and updated June, 2006. Adopted January 20, 2010.*

### **3.3 Guests and Guest Passes**

- A. A "Day Guest" is an infrequent visitor who remains 24 hours or less. A Day Guest does not have to wear a Guest Pass but must be accompanied by a homeowner in all common areas and facilities.
- B. A "Guest" is a house guest of a resident of Ventana Lakes. Such visitors may be friends, relatives or family members, not actually members of the household, including adults as well as minors. Minors, for these purposes, are defined as individuals who have not yet attained their eighteenth (18th) birthday. "Guests" shall be accompanied by an adult resident of a Ventana Lakes household while on Association property, unless the guest is an adult and has been issued a GUEST PASS.
- C. A "Guest Pass" may be issued for a person over 18 years of age residing in the household of a Ventana Lakes resident, for a period of one (1) to thirty (30) calendar days. The host

resident shall make application to the Management Office for issuance of Guest Pass. Once issued, guests are entitled to all recreational and other privileges afforded the homeowner, and adult guests may enjoy those facilities unescorted. Children under the age of 18 SHALL be escorted by an adult resident or authorized guest at all times. Certain facilities, not available to persons under 18 years of age, are posted accordingly.

- D. Since guests may not be familiar to other residents, the Guest Pass shall be carried and should be conspicuously displayed on their person at all times. Guest Pass will be issued for a maximum of 30 calendar days. Cost is addressed in the rule “Fees and Charges.”
- E. Host Association members are responsible for the conduct of all their guests while in residence. All guests are required to obey governing documents of Ventana Lakes. Failure to obey rules or disorderly conduct can result in guests losing facility privileges. If rules continue to be disobeyed, resident privileges may be suspended or revoked and fines may be levied.
- F. This rule applies equally to any type of visit by nonresidents. Residents are cautioned that their resident privileges do not extend on a continued basis to their relatives.

*The Board changed the fee and process for the Guest Pass in 2007. Adopted January 20, 2010.*

### **3.4 Participation In Activities By Non-Homeowners**

- A. Ventana Lakes homeowners may sign up to participate in activities. Current Ventana Lakes homeowners (members of the VLPOA) shall have first consideration in any activity held in a Ventana Lakes facility. This policy applies to any activity where only a limited number of persons may reasonably be allowed or able to participate in the activity.
- B. Activities that will occur in Ventana Lakes facilities shall be posted in the newsletter, and information is available in the management office. This notice shall provide the name and phone number of the responsible coordinator for that activity, and the required date for sign-up for the activity. It is the responsibility of the homeowner to call the listed coordinator to sign up for the activity by the date listed. Homeowners are also responsible for ensuring the activity coordinator has a call-back number in case it is needed.
- C. If any homeowner does respond and attempt to sign up for an event and subsequently believes that they were unable to participate because nonresidents were given priority, the homeowner may file a written complaint with the Board pursuant to the rule “Compliance, Conduct and Due Process.”
- D. It is the responsibility of the Community Manager (or designated staff) to provide VLPOA homeowners the opportunity to participate in VLPOA sanctioned activities. At no time shall any activity coordinator knowingly allow a nonresident to participate in a VLPOA sanctioned activity if it means that a VLPOA homeowner will be unable to participate.

*Formerly Policy 2009-03 adopted by the Board May 20, 2009. Re-adopted January 20, 2010.*

### **3.5 Animals (Pets)**

- A. Cats and dogs must remain on leashes at all times while on Association property. All owners must clean up after their pets. If a resident is caught not cleaning up after his or her pet, a fine may be levied.
- B. No pets are allowed in any Association building, tennis, bocce ball, pickle ball, or handball court areas, or in the pool, spa and cabana areas, with the exception of service animals.

*Adopted January 20, 2010.*

### **3.6 Feeding Wildlife Prohibited**

- A. Homeowners or guests shall not feed or provide water for any wildlife at any time on their property or common ground property, except for hummingbird feeders which are allowed.
- B. Geese abatement programs authorized by board or the community manager are exempt from the provisions of 6A above.

*Adopted January 20, 2010.*

### **3.7 Vehicles in Common Areas**

- A. No motor vehicles are allowed to park overnight in any Ventana Lakes parking lot, except while on a sponsored Ventana Lakes trip, or with a permit.
- B. Parking of RVs and other towable trailers at the Yacht Club requires a parking permit obtainable from the Management Office. Maximum length of stay is seven consecutive calendar days. Additional time may be granted on a case-by-case basis. Those who arrive to park after the Management Office is closed should place an 8 x11 size notice in the RV or trailer window, indicating name of driver and where the driver is staying, and stating a permit will be obtained when the Management Office opens.
- C. No motor vehicle classed by manufacturer rating as exceeding one ton, a mobile home, travel trailer, camper shell, boat, or other similar equipment or vehicle may be parked, maintained, or repaired on any lot, driveway, street, or common area in Ventana Lakes so as to be visible from neighboring property. No resident or guest shall live in or sleep in any such vehicle as classed above while visiting at Ventana Lakes. All motorized vehicles, including ATVs, motorcycles, go-carts and similar vehicles are prohibited, with the exception of any approved VLPOA vehicle, from entering onto any common areas including paths and walkways.

*Adopted January 20, 2010.*

### **3.8 Facilities Scheduling**

- A. Regularly scheduled use of any Ventana Lakes' facilities is intended primarily for the use of Ventana Lakes residents and their guests (CC&Rs Article III, Sec.2). All residents, clubs, or other groups who wish to schedule activities should submit written requests at least 30 calendar days in advance. All regularly scheduled activities require prior written approval from the Activities Coordinator.

- B. None of the Facilities at Ventana Lakes may be rented by residents or non-residents.

*Subsection D: Formerly Policy #2006-05 "Facilities Rental" dated June, 2006. Re-adopted January 20, 2010.*

### **3.9 Weapons Prohibited**

- A. No weapons of any kind are allowed in any of the recreational facilities. This includes any instrument designed or could be used to cause bodily harm.

### **3.10 No Smoking Areas**

- A. No smoking is allowed in any indoor facilities, including restrooms.
- B. No smoking is allowed within the fenced pool or spa areas and four feet extending outward from the fenced pool or spa areas.
- C. Arizona law prohibits smoking within 50 feet from any entry door.

*Adopted January 20, 2010.*

### **3.11 Memorial Services in the Yacht Club**

The Yacht Club may be reserved for a Memorial Service for any Ventana Lakes resident free of charge.

*Adopted January 20, 2010.*

### **3.12 Recreation Center**

- A. Children are not allowed in the Recreation Center. For the purposes of this Rule, children are considered to be those under 18 years of age.
- B. The Recreation Center may be reserved for events, but this does not prohibit anyone from entering and using other facilities in the Recreation Center during that event.
- C. The Recreation Center doors must remain locked at all times and shall not be propped open.

*Paragraph A was formerly 2003-01 (Children in Recreation Center) dated July 2003. Paragraph B has always been the case. An amendment in 2007 changed the age from 14 to 18. Adopted January 20, 2010.*

### **3.13 Recreation Center Exercise Room**

- A. Exercise equipment is available on a first come basis. Equipment is used at user's risk.
- B. For safety, enclosed shoes must be worn when using a treadmill, an exercise bike or other aerobic equipment.
- C. No open beverage containers are to be held while using any equipment
- D. No one under the age of 18 is to use the equipment in the Exercise Room.
- E. Equipment shall not be moved without prior authorization from the Management Office.

- F. Report any equipment malfunctions or damage immediately to the Management Office. After hours, weekends and holidays leave a voice message.

*Adopted January 20, 2010.*

### **3.14 Recreation Center Kitchen (Galley), Sauna, Steam Room; Lockers and Showers**

- A. Persons using these facilities are responsible for keeping them clean and orderly.
- B. No children under 18 shall be admitted to any of these areas.
- C. Lockers are intended for day use only (not overnight). They are not permanently assigned and must be vacated upon departing the facility for the day. Locks left on lockers overnight may be cut off and the contents sent to the lost and found in the management office and/or discarded.

*Adopted January 20, 2010.*

### **3.15 Recreation Center Library.**

- A. The library is maintained by volunteers. The honor system prevails, and donations of appropriate items are solicited and appreciated.
- B. No children under 18 are allowed.

*Adopted January 20, 2010.*

### **3.16 Activity Rooms**

- A. Residents and guests are required to tidy up after use and to return furnishings and equipment to their original locations (e.g.; pool cues, chalk, bridges, rack, table covers, etc.), turn off lights, and lock the doors.
- B. Children under eighteen (18) years of age are not allowed access to the Billiards room (in the Yacht Club) and Game Room (Card Room) at any time without an adult being present.

*Adopted January 20, 2010.*

### **3.17 Bulletin Boards**

- A. The community bulletin boards are for the posting of Ventana Lakes' information only. No commercial flyers of any kind are allowed, such as business advertisements, advertising for local events, etc.
- B. A 3x5 card is allowed on the Recreation Center board for residents to advertise items for sale, but this card must be date-stamped at the Management Office and can only be posted for 30 calendar days.

*Adopted January 20, 2010.*

### **3.18 Arts And Crafts**

- A. These activities are held in the Craft Center. Various arts and crafts, including ceramics, T-shirt decorating, painting and other activities, are conducted from time to time for the benefit and enjoyment of residents. Schedules, types of activities and other information may be obtained from the Management Office.
- B. Children under 18 years of age shall not be allowed access to the Arts and Crafts rooms at any time.

*Adopted January 20, 2010.*

### **3.19 Picnic And Cookout Areas**

Tables, umbrellas, and benches are available at the Recreation Center, Yacht Club, North Park and the Coves. These amenities are available for residents and guests seven days a week on a first come first served basis.

*Adopted January 20, 2010.*

### **3.20 Tennis Courts and Pickle Ball Courts**

- A. The tennis courts and pickle ball courts are for the use of residents and guests.
- B. Equipment for playing tennis and pickleball shall be supplied by the players. Residents shall provide their own keys. Guests shall use their resident host's key.
- C. Rules for playing pickle ball may be obtained by calling the Management Office for the name of the person to contact.
- D. Open play without court reservations on a first come, first served basis shall prevail.
- E. When others are waiting, please limit play to 60 minutes per group.
- F. No one under the age of 18 is allowed on the tennis courts or pickle ball courts unless accompanied by an adult.
- G. Appropriate soft-soled shoes, sneakers or other appropriate footwear shall be worn on the courts. Hard-soled shoes, shoes with cleats or raised heels, which leave marks or damage playing surfaces, are prohibited.
- H. Bicycles, tricycles, roller skates, roller blades, shoes with wheels, or other such wheeled vehicles or toys or devices are prohibited.
- I. No glass bottles or containers are permitted on the playing surface.

*Adopted January 20, 2010.*

### **3.21 Handball Court**

- A. The building used by some residents for racquet ball was originally a hand ball court. The area has never been approved for use as a racquet ball court. However, some residents and guests use the area at their own risk as a racquet ball court.

- B. Open play without court reservations (first come, first served basis) shall prevail.
- C. When others are waiting, please limit play to 60 minutes per group.
- D. Residents shall provide their own key. Guests shall use their resident host's key.
- E. No one under the age of 18 is allowed on the Handball Court unless accompanied by an adult.

*Adopted January 20, 2010.*

### **3.22 Police Access to Recreation Center**

Any on-duty Peoria Police Officer employed with the City of Peoria may access the Recreation Center during their tour of duty, to take a relief break and/or write reports.

*Formerly R2008-02-01 adopted by the Board February 9, 2008. Re-adopted January 20, 2010.*

### **3.23 Lakes, Boats, Docks, Launching and Fishing**

- A. All lakes in Ventana Lakes are classified as private lakes and are available for use only by Ventana Lakes' residents and authorized guests.
- B. In accordance with CC&R Article IV, Section F.2.c. Lake Rules, the following clarification addresses the launching, recovery, mooring, storage, maintenance, and operation of boats and other watercraft;
  - 1) No boat shall be tied off along a shore line.
- C. Docking of boats and fishing privileges are extended and restricted to residents and guests only. Any resident without a dock access shall launch an authorized boat using the street run off area. Extreme caution is to be used when launching or removing a boat from a lake to avoid walking into the water or on the gunnite.
- D. A catch and release policy is in effect. Tackle is restricted to single barbless hook varieties. No unattended fishing lines are permitted at any time. All residents and guests are to wear their respective VLPOA ID Badges and/or Guest badges while fishing. Any person under the age of 18 must be accompanied by an adult with a Ventana Lakes ID badge.

*Formerly 2004-11, Barbless Fish Hooks. Adopted January 20, 2010.*

### **3.24 Swimming Pools: Health and Safety Violations**

- A. When an individual is identified as violating a pool rule which endangers the health or safety of any person, a report shall be submitted to the Board for enforcement action.
- B. Failure to comply with these Rules may result in a Property Owner or Resident being denied pool privileges for up to 60 business days, and/or a fine of up to \$150.00 for each

day of violation. All Residents share in the responsibility to enforce these Swimming Pool and Spa Rules.

*By motion of the Board September 13, 2008. Paragraph B approved and adopted by the Board of Directors July 27, 2004 (no number provided.) Re-adopted January 20, 2010.*

### **3.25 Who May or May Not Use Swimming Pools and Spas**

- A. The pool facilities are to be used ONLY by Ventana Lakes residents and their guests. Pool users are required to have a VLPOA ID Badge or Guest Pass readily available when in the Pool Area, The I.D. badge (or Guest Pass) must be in possession to enter any swimming pool area, and must be visibly displayed with your belongings at all times while using a swimming pool.
- B. No child age 4 and under, or any person wearing diapers, is permitted in any pool area. The pool area includes anything inside the fence area.
- C. Children age 17 and under are not permitted in the Recreation Center including the pool and spa at any time.
- D. Children age 15 and under are not allowed in any spa. The pool area includes anything inside the fence area.
- E. One pool is designated as the Children's Pool for all persons age 4 thru 17 in accordance with this Section. Persons age 4 thru 17 are only to use the Children's Pool at the hours of 10:00 a.m. to 7:00 p.m. A responsible adult age 18 or older must always accompany and supervise children at all times when children are in the Pool Area.
- F. Persons with bandages, cut-off jeans, or makeshift swimsuits are not permitted in the pool or spa - Only proper swimming attire and a clean t-shirt can be worn in the pool or spa.
- G. Persons with incontinence, sore or inflamed eyes, colds, nasal or ear discharge, boils, other acute or obvious skin or body infections, or cuts and lacerations are not to enter the pool or spa.

*Portions of the above were Formerly #2006-08 of June 2006, amended by 2007-02 to change the age from 16 to 15 prohibited from the spa. It also defined what is meant by "pool area." Amendment to Subsection A made by the Board November 19, 2009. Adopted January 20, 2010.*

### **3.26 Swimming Pools Designated for Children; Rotation and Heating of Pools**

- A. Each year there is to be a designated pool during the summer months (May - September) for those age 4 through 17. The pool designations shall rotate among North Park, the Coves and the Yacht Club, and will be identified at the entrance to the pool.
- B. The Community Manager shall maintain the pools when heated at 85-88 degrees.
- C. The Recreation Center pool is to be heated and is always for adult use only. The Yacht Club Pool shall be the designated as the sole winter (October - April) pool for those ages 4 through

17. The North Park Pool shall be heated to accommodate individuals with disabilities until Oct. 31, in the fall, and beginning April 1 in the spring.

*Portions of the above are by motion of the Board on September 13, 2009. Adopted January 20, 2010*

### **3.27 Swimming Pool Use and Maricopa County Health Code Requirements**

- A. Ventana Lakes pools and spas and their users must comply with the Maricopa County Health Code for Semi-Public Swimming Pools and Spas. These rules are written to meet those requirements as well as VLPOA requirements.
- B. The POOL AREA is defined as the total area inside the fence that surrounds the swimming pools and spas.
- C. An area extending 4 feet outward from the water's edge surrounding the pool or spa is to be kept clear of obstructions. .
- D. There is no lifeguard on duty - Use facility at own risk.
- E. Use restroom and shower before entering pool or spa.
- F. No water balloons, or toys or balls smaller than a tennis ball, are allowed in the pool or spa areas.
- G. Running, jumping, scuffling, riding shoulders, diving, cannonballs, or horseplay is not allowed in any pool area.
- H. Abusive or profane language, intoxication, or illegal drug use is not tolerated.
- I. Glass is not allowed in the Pool Area - Use plastic or paper only.
- J. Pets are not allowed in the Pool Area except for Service Animals.
- K. Pool Area gates are to be closed and locked - Do not prop any gate open or disable the latch.
- L. No person is to be in the pool or spa during electrical storms or inclement weather.
- M. No drinks (except water in a non-breakable bottle), candy, tobacco, popcorn, gum, alcohol, or food of any kind is permitted in the pool or spa or within an area extending 4 feet outward from the water's edge surrounding the pool or spa.
- N. All trash is to be placed into trashcans.
- O. Lower fabric umbrellas before leaving the Pool Area to help prevent wind damage.
- P. Only oil-free suntan lotions or sun blocks are permitted in pool or spa – oil-based products are prohibited in the pool or spa.

Q. Bicycles, scooters, skateboards, and other forms of transportation equipment are not allowed in the Pool Area except for wheelchairs or other similar devices for people with disabilities.

R. No smoking is allowed in any pool or spa and four feet extending outward from the edge of the pool or spa, or in any indoor facilities including restrooms.

*Adopted January 20, 2010.*

### **3.28 Recreation Center Pool**

Recreation Center Pool users are allowed to use the bathrooms inside the Recreation Center to change and shower and are to use the tiled hallway when walking to and from the Pool Area. However, no person is allowed to enter into the main meeting room of the Recreation Center who is not properly dressed or wearing a swimming suit.

*Adopted January 20, 2010.*