

Brookcliff Recreation Area Rules

Membership Rules

- The Brookcliff Property Owners Association (POA) consists of the following membership categories: Full, Civic, Non-Resident, and Resident Non-Member.
- The Brookcliff Recreation Area includes all property, amenities and access for the facilities located at 1525 Brookcliff Circle. Amenities are considered to be the Pool, Playground, Tennis Courts, Basketball Court, Fields, Open Space and Nature Trails.
- Full and Non-Resident Members have access to all Brookcliff Recreation areas listed above.
- Full and Non-Resident membership is limited to family members living at the resident address.
- Civic Members are allowed use of all amenities with the exception of the pool facility and tennis courts.
- Resident Non-Members do not have privileges in any portion of the Brookcliff Recreation Area.
- Renters of Non-Member homes shall not have any Brookcliff Recreation Area privileges unless the home owner converts to a Full membership.
- Only members with accounts in good standing will have privileges for access to any, and all, facilities designated to their respective membership categories.

General Rules

- Reckless driving in the neighborhood is prohibited. The speed limit is 5 mph in the Brookcliff Recreation Area.
- Climbing on or jumping over fences in the Brookcliff Recreation Area is prohibited.
- Foul or abusive language in the Brookcliff Recreation Area is strictly prohibited.
- Only children under 12 years of age are allowed in playground area. Anyone over 12 years of age must be a parent or babysitter.
- Vehicles left unattended are subject to towing at owner's expense.
- Loitering is not allowed.
- No smoking is allowed in the Brookcliff Recreation Area.
- Pet owners are required to clean up after your pet when walking in neighborhood as well as in the Brookcliff Recreation Area.
- **Misuse of any Recreation Area Rules will result in revocation of all Brookcliff Recreation Area privileges.**

Brookcliff Recreation Area Guest Rules

The following guest rules apply to all of the Brookcliff Recreation Area.

- All pool guests must sign in at the guest log at the lifeguard stand.
- Guests from the metro Atlanta area, living outside the Brookcliff neighborhood, can visit once every seven day period. The same person(s) cannot be a guest of one member one day and the guest of another member during the next seven days.
- Resident Non-Members are not allowed as guests at any time.
- Guests living outside the metro Atlanta area are allowed as guests for the duration of their visit.
- Guests of the Brookcliff Recreation Area must be accompanied by a member at all times.
- Any member 14 years of age and under may only have one guest at the pool without parent supervision. Parent must be a member in good standing.
- Maximum number of guests per member household per day is 5 in any portion of the Brookcliff Recreation Area.

- Any non-family members residing in a Full or Non-Resident home are treated as guests and should adhere to normal guest rules. Non family members planning to come to the pool more than once a week must have their own membership.
- Members are responsible for their guests' conduct and any misconduct by any guest will result in revocation of the Member's Brookcliff Recreation Area privileges.
- **Misuse of guest policy will result in revocation of Brookcliff Recreation Area privileges.**

Brookcliff Pool Rules

Pool Admission

- All Full Members and their families must enter their code each time as they enter the pool area. It is the responsibility of the member to insure that their guests abide by the rules. Any misconduct by a guest or member will result in the guest and / or member denied use of the pool.
- Pool gate access codes remain the same year after year. Codes will be activated at the beginning of each pool season when dues are paid. If a member needs to be reminded of their code, they may email Christa Heath at princesschrista@princesschrista.com - and should include their name and address.
- Access codes are not to be given to anyone other than family members residing in Brookcliff. Providing pool access codes to any non-family member is subject to revocation of pool access.
- All pool guests must sign in at the guest log located at the lifeguard stand.
- Children under 13 years of age must pass a swim test administered by a lifeguard in order to swim without a parent present. The swim test must be renewed each year.
- Children under 8 years of age will not be allowed in the pool area without being accompanied by a responsible adult 18 years or older.
- Any Member 14 years of age and under may only have one guest at the pool without parent supervision. The parent must be a member in good standing.
- Misuse of “extended hour” swimming privileges (past 7pm) is subject to revocation of pool access.
- Do not open the gate for anyone outside of your party; even if you know them. Each member group accessing the pool must use their code to enter.

Pool Rules

- No smoking inside the pool area.
- Running, pushing, or any other “horseplay” that could cause injury to those involved are prohibited.
- No jumping from side of pool backwards.
- Rafts are not allowed in crowded pool.
- No slapping or hitting with swim fun noodles.
- No ball playing or throwing if it interferes with others in the area. No tennis balls allowed.
- Bathing suits required. No cut-offs or gym-shorts.
- No breakable or glass bottles are permitted in the pool area. Soft drinks must be in unbreakable containers.
- No food or beverages in the pool.
- No breakable toys in the pool area.
- No pets in the pool area.
- No foul or abusive language.
- Do not chew gum while in the pool area.
- Do not throw trash in the pool. Containers are provided for refuse.
- The telephone in the pool area is for emergency use only.
- Toddlers must wear leak proof underpants.

Penalties for Breaking Pool Rules

The lifeguards, at their discretion, will be responsible for enforcing all rules while on duty. The support from all members is strongly encouraged.

1st violation	A warning will be given.
2nd offense	Out of the pool for 15 minutes, seated next to the lifeguard.
3rd offense	Off the pool and recreation area grounds for the remainder of the day (and parents are notified if a child).

- Flagrant violations will be reported to the pool chairperson.
- At the time of the third dismissal from the pool area, minors will not be allowed back in the pool area for two weeks unless accompanied by their parents and / or another responsible adult.
- Habitual violations will result in restriction from use of the pool for a designated time – including permanent restriction.

Pool Parties

- Anyone wishing to have a party at the pool should contact Sara Tanner at saratanner@yahoo.com
- Parties are scheduled events with more than five in the group and require an adult to be present and an additional lifeguard as well.
- These same guests can only be guests one time per week.
- Brookcliff residents who are Civic or Non-Members may not be guests of the pool unless specifically invited to a neighborhood-sponsored event. Guests of members may not bring other guests.

Brookcliff Tennis Rules

General Rules

- Please observe court etiquette at all times.
- Only tennis shoes shall be allowed on the courts.
- No glass or breakables shall be permitted within the tennis court area.
- For safety, no small children on the courts during play.
- Tennis courts are for playing tennis. NO skates, bicycles, animals, or skateboards are allowed inside the fenced area.
- Please report all concerns /violations to the Tennis Chairperson.

Tennis Committee

- The Board has approved the establishment of a Tennis Committee to be charged with the responsibility of administrating and enforcing the tennis rules as approved by the Board.
- The Committee shall consist of the Chairperson, who shall be a Board member, and a representative from each Brookcliff ALTA team. Other members may serve at the discretion of the Chairperson. The Committee shall serve for a term of one year to run consecutively with the Board.
- All questions, concerns, and complaints should be addressed to the Board Tennis Chairperson (as appointed by the Board).
- Serious infractions of the rules or other problems will be addressed by the full Board.

Tennis Court Reservations

- All members must reserve tennis courts prior to use.
- Court Reservations can be made by visiting [Reserve My Court](#) or calling 1-877-ON-COURT (1-877-662-6878).
- Members received the online facility code with their 2008 POA statement.

Qualifications for Brookcliff Team / Seasonal Players

- Each team must submit its complete roster to the Tennis Chairperson within one week of submission of the roster to ALTA.
- Residents of Brookcliff who are not Full Members of the Brookcliff Property Owner's Association cannot be on a Brookcliff team.
- The roster can be composed of: Brookcliff Full Membership members, Non-Resident members and Seasonal members.
- Non-Member/non-dues paying non-residents shall be called Seasonal Players. Such players will pay a Seasonal Player fee, to be determined by the full Board. All fees for Seasonal players shall be collected and submitted to the Tennis Chairperson by the team's Captain prior to the start of scheduled matches. Failure to turn in fees for Seasonal players shall forfeit the team's right to practice and matches, until fees are submitted.
- All members must be current in their dues to be on a roster.
- No Brookcliff roster may exceed a particular number of Seasonal fee players, based upon the number of dues paying Full Member Brookcliff POA members. The scale is as follows:
 - 1-10 POA members may have 1-6 seasonal fee players
 - 11-14 POA members may have 1-5 seasonal fee players
 - 15-18 POA members may have 1-4 seasonal fee players
 - 19-22 POA members may have 1-3 seasonal fee players

- 23+ POA members may have 1-2 seasonal fee players
Exceptions to this rule need full Board approval. (Board approved 1995).

Practice Times / Team Conflicts / Makeup Matches

- The Tennis Chairperson shall determine practice nights for each team. This will be done on a team rotation basis (season to season).
- Teams may switch practice nights with the Tennis Chairperson's approval.
- Practice may start no sooner than three weeks prior to the beginning of the first ALTA match.
- Evening practices are from 7:30pm to 10:00pm. Courts cannot be used for team practice prior to 7:30pm; this time is designated for neighborhood casual tennis.
- The team Captain (or designee) shall be responsible for court cleanup and turning the lights off at the end of each practice.
- Whenever there exists in one season more than two teams from the same group (i.e. more than two men's or women's teams), the Committee will propose a fair and equitable method for deciding which team plays their matches on the Brookcliff courts and which team (s) plays outside of the neighborhood.
- Fees to rent outside courts shall be paid by the Brookcliff POA.
- Designated Outside teams shall have Brookcliff court practice time if at all possible.
- Should two or more teams qualify for ALTA playoffs, resulting in a conflict for court time, the team with the most points receives preference to play at home. In the event of a tie, a coin flip by the Tennis Chairperson will decide which team has the right to choose the option. A team could also choose to play their match away.
- In event of rainouts, makeup matches throughout the week take precedence over practice sessions. Captains shall be responsible for notifying the other captain(s) of the scheduled makeup match(s).

Captain (team) Responsibilities

In addition to setting the roster, collecting seasonal fees and submitting the team roster to the Tennis Chairperson, the team captain (or designee) shall after each practice session and/or match:

- Return chairs to the pool area
- Empty net trash baskets
- Clean gazebo area
- Empty all trash into large trashcans in parking lot
- Lock bathrooms and Pool Gate (if pool is not in use)
- Turn off lights (if used)

Casual Tennis Play

- All General Rules of the Brookcliff Property Owners Association are to be followed.
- Scheduled ALTA practice sessions and matches take precedence over casual tennis play.
- Only Brookcliff POA Full-Members and Non-Resident members in good standing may use the tennis facilities.
- If courts are not reserved, play is on a first come / first serve basis.
- Play is limited to one hour when other members are waiting to play.
- Only adults (16 years of age and up) will be permitted to use the courts from 7:30pm to 10:00pm. During the months of June, July and August this time is expanded to 6:00pm to 10:00pm.
- If no adults are using the courts, children may use the courts.
- Persons using the courts will be responsible for court clean up, closing the gates, and turning the lights off.

Tennis Court Rental

- The Board of Directors may rent the Brookcliff courts to outside tennis team(s) at its discretion.
- The Board shall set fees, and team(s) shall follow the same rules and procedures as other Brookcliff teams.
- There shall be a written agreement between the Board and the renting team(s).