MASTER PROPERTY OWNERS ASSOCIATION, INC.

AMENITY FACILITIES

OPERATING RULES and REGULATIONS

The St. Johns Forest Amenity Center is owned and operated by the St. Johns Forest Master Property Owners Association, Inc. (the "MPOA"). To facilitate maximum enjoyment for all residents within St. Johns Forest, the MPOA has adopted these rules and regulations, which may be amended from time to time by the Board of Directors.

REVISION PAGE

DATE	REVISION	AUTHORITY
August 2009	Various	Taylor Morrison (Developer)
March 2013	Various	Taylor Morrison (Developer)
July 2015	Various	SJF MPOA
March 2018	Various	SJF MPOA
October 2018	Reformatted into MS Word 2013 for readability Added Revision Page Updated Sections: Table of Contents, I, II, IV, VIII, IX	SJF MPOA
September 2022	Revised Access System Name Revised Pool and Tot Lot Start and Close times Revised Pool Occupancy Limit Revised Pool, Waterside and Fitness Center Rules General Formatting Updates	SJF MPOA

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I. ELIGIBILITY FOR USE

• Amenity Center Clubhouse

The Main Amenity Center Clubhouse building is a social gathering type facility that may be reserved and rented out, by authorized residents, or used in social gatherings, or meetings, either specifically sanctioned by the SJF MPOA Board of Directors or the SJF Social Committee (i.e. family dances, yearly Christmas Party, other holiday events, etc.). The Clubhouse normal operating hours are posted on the main front doors

• Owners / Residents

All residents (resident owners, members of households LIVING in St. Johns Forest and designated tenants) are entitled to use the facilities of the St. Johns Forest Amenity Center; which includes: the pool, waterslide, fitness center, tennis courts, tot lot, basketball courts, roller hockey court, and multi-purpose field. Residents are required to present their Amenity Access Card or a valid driver's license or state identification card with a St. Johns Forest address if requested by a staff member to be granted access to the amenity areas.

• Tenants

Non-resident owners who have delegated the right to use the St. Johns Forest Amenity Center and its facilities to their tenant(s) must provide the MPOA with a signed lease agreement and a listing of tenant(s). Tenant(s) will be required to provide proof of residency before they receive Amenity Access Card(s) to the facility. Resident owners are responsible for providing a copy of the rules and regulations to tenant(s).

• Guests

Residents are allowed a maximum of ten (10) guests per household to enter the pool area at a time. Pool parties exceeding ten (10) non-residents per household are not permitted. Pool guests must be accompanied by a resident of 18 years or older, except that residents age 16 and older may bring up to one (1) guest at a time.

Residents are allowed a maximum of one (1) guest per household to enter the fitness center at any one time. Guests must be accompanied by a resident aged sixteen (16) years or older. Children less than 15 years of age must be accompanied by a resident of 18 years or older at all times and may not utilize the equipment.

Residents are allowed a maximum of four (4) guests per household to use the tennis, basketball, roller hockey courts, multi-sports field and tot lot at any one time and guest(s) must be accompanied by a resident.

If a resident's siblings, parents, etc. are supervising the resident's children while residents are on vacation or out of town, please inform the Amenity Director in advance. Extended stay guests will not be required to enter the facility with a resident and may be registered as an extended day guest for up to 30 days maximum at a time.

Any resident or other individual who permits or assists the entry of unauthorized persons into the St. Johns Forest Amenity Center may be subject to disciplinary action

Residents are responsible for the conduct of their guest(s) and the Board of Directors reserves the right to modify the guest policies at any time.

II. ACCESS

There is no "OPEN GATE" Policy for the use of the Amenity Center Common Areas (Clubhouse, Fitness Center, Pool, Sport Courts, Multi-Sport Field, Tot Lot, Pavilion, Parking Lot, etc.) unless specifically authorized in writing by the SJF MPOA Board of Directors or their designated representative. All SJF Residents are strongly encouraged to use the SJF Gatehouse Visitor Management System to register their guests for access to the SJF Amenity Center Common Areas.

Proximity type Amenity Access Cards may be issued to residents age 15 and older; each resident must be present to receive the card. A total of two (2) Amenity Access Cards will be provided to each household free of charge. Each additional card, regardless of reason, may be purchased for a standard fee of $15. Any lost or stolen card key must be reported immediately to the Amenities Director; a $15 fee will be charged for a replacement card. Lost or stolen cards will be deactivated. Access to the pool and fitness center is tracked for security purposes allowing the Amenity Director to know which resident(s) have entered the facility. Amenity Access Card Keys are non-transferable. Each St. Johns Forest resident or owner prior to provision of an Amenity Access Card and/or use of the St. Johns Forest Amenity Center must acknowledge receipt of the rules and regulations, by completing, signing and having a "Waiver of Liability" on file.

III. HOURS OF OPERATION

No person may utilize the St. Johns Forest Amenities other than during the official operating hours as outlined below. Persons entering the facility when closed may be subject to disciplinary action and may be additionally prosecuted for trespassing.

- **Pool**

January – December	**SUNRISE TO SUNSET, daily**

- **Waterslide**

March – May until last day of School	**Sat & Sun: 11 am – 6 pm**
Memorial Day (Observed)	**11 am – 6 pm**
Last Day of School to May 31st, June, July, August to day before first day of School (excluding Memorial Day Observed)	**Sun, Tues – Thur: 11 am – 6 pm** **Fri & Sat: 11 am – 7 pm**
First Day of School to the day before Labor Day (Observed)	**Sat & Sun: 11 am - 6 pm**
Labor Day (Observed)	**11 am – 6 pm**
Day after Labor Day (Observed) to February	**CLOSED**

The waterslide hours of operation are subject to change without notice. The waterslide will be open only when an official slide attendant is on duty.

- **Fitness Center**

January - December **24 hours** unless otherwise noted

- **Basketball Courts, Tennis Courts, Roller Hockey Court, Multi-Purpose Field**

January – December **5 am to 11pm**

- **Tot Lot**

January – December **SUNRISE TO SUNSET, daily**

IV. OCCUPANCY LIMITATIONS

Amenity Center Clubhouse (consisting of rear Gathering Room and front Welcoming Area) – 120 persons

Fitness Center – 20 persons

Pool – 142 persons

The above Occupancy Rates have been calculated by the St. Johns County Fire and Health Departments for maximum usage.

Multi-Sport Field – 100 persons unless specific written permission has been obtained from the SJF MPOA Board of Directors or their designated representative.

V. POOL RULES

Pool is Swim At Your Own Risk

Children under 15 years of age using the pool must always be supervised by an adult 18 years of age or older who remains alert on the pool deck in the vicinity of the pool. Residents between the ages of 16-17 may use the pool without adult supervision and may bring a maximum of one (1) non-resident guest. Residents 18 years of age or older may bring the maximum of 10 non-residents per households as their guests, provided all MPOA rules are followed.

Food and drink in glass or breakable containers are not permitted in the pool or on the pool deck. Breakable objects are not permitted in the pool or on the pool deck.

No food or drinks shall be consumed while in the pool. Food and drinks shall be kept at least four (4) feet away from the edge of the pool. Food and drink consumption in non-breakable containers is only permitted on the pool deck tables located around the pool area.

Gum is not permitted in the pool or on the pool deck

Users must wear proper bathing attire in the pool (including small children).

Swim diapers are required for non-potty-trained infants and children.

Baby strollers must have operational brakes when parked on the pool deck.

No bikes, scooters, roller skates, roller blades, or skate boards are permitted in pool area at any time.

Running, diving, pushing, wrestling, excessive splashing, standing or sitting on shoulders or causing undue disturbance in or around the pool area is prohibited.

Spitting of water or similar unhygienic action is not allowed.

Items that may be potentially hazardous to another swimmer are not permitted. Floating or inflatable pool rafts, loungers and rings are permitted as long as they are designed for use by a single individual. Foam pool noodles, not to exceed six (6) feet long are permitted. Oversize floating or inflatable rafts, loungers, rings, etc. are not permitted. Only soft foam balls are allowed in the pool as long as they do not disturb the other pool occupants. The above water accoutrements may be incorporated into an Associated-sponsored activity. SCUBA gear is prohibited in the pool.

All children using inflatable armbands, water wings, or any approved Coast Guard flotation device, must be supervised one-on-one by an adult who is in the water ad is within arm's length of the child. At the Amenity Director or pool attendant's discretion, certain flotation devices may not be permitted.

Radios, CD players or similar devices may be used inside the pool area as long as they are used in a manner so as not to disturb others. Volume shall be kept low. Headphones are preferred but not required.

Except for official service animals (i.e., seeing-eye dogs, etc.), no pets are allowed in or around the pool area or on the pool deck at any time.

All individuals must use the appropriate changing area (pool bath) designated for their gender. Children age 6 and under may only enter into the opposite genders area if accompanied by an adult.

Tables or chairs on the deck area may not be reserved by placing towels or personal items on them.

All swimmers must shower before initially entering the pool.

Persons who have infections or open wounds (colds, lesions, sores, inflamed eyes, nasal or ear discharge, communicable diseases, etc.) are not allowed in the pool.

The pool has a gas heater which will be utilized during school holidays, WEATHER PERMITTING (Thanksgiving, Winter Break and Spring Break). The waterslide is not heated; therefore, it cannot be open when the pool heater is in use as it cools the pool down excessively.

The pool may be closed at any time or maintenance or repair, or at the discretion of the Amenity Director or pool attendant on duty. The pool and pool area will be closed during electrical storms or when rain makes it difficult to see any part of the pool or pool bottom clearly. The pool will be closed at the first sound of thunder or sighting of lightning and will remain closed for 30 minutes after the last sighting. Everyone must leave the pool deck immediately when instructed to do so by the Amenity Director or the pool attendant on duty.

VI. WATERSLIDE RULES

Use of the slide is only permitted when the slide is officially open and an official slide attendant is on duty. NO play on the slide is permitted; no exceptions will be made for safety purposes.

Per insurance requirements, children must be 48 inches or taller to ride the waterslide alone. Children under 48 inches must be accompanied by an adult at all times when using the slide. Only one (1) person

may slide down the waterslide at any given time unless an adult is sliding with a small child. Children may not stand or climb on the waterslide and must always ride down feed first.

No floats, rafts, balls or toys of any kind are permitted on the waterslide.

VII. FITNESS CENTER RULES

The Amenity Director has complete authority and responsibility for the safe and orderly operation of the fitness center. Safety is a primary concern. All persons using the fitness center do so at their own risk and agree to abide by the posted rules for use of the facility.

All residents, prior to using the facility, must sign a "Waiver of Liability" release acknowledging that use of the fitness facility by themselves or their guest is solely at their own risk.

Residents age 15 and up are permitted in the fitness center to utilize the equipment with a signed waiver from a legal guardian on file with the MPOA. *All users must have an Amenity Access Card on their person at time of usage of amenities.* **NO ONE under the age of 15 is permitted in the fitness center unaccompanied by a resident adult 18 years of age or older, and they may NOT utilize the equipment at any time.**

Appropriate attire for the fitness center (shorts or warm-up suits, shirts or sports bra, tights or leotards) and appropriate athletic footwear (i.e., closed toe shoes) must be worn. Bathing suits and bare feet are prohibited in fitness center, as well as in the clubhouse.

No food items may be brought into or consumed in the fitness center. Only non-alcoholic beverages in non-breakable containers are permitted.

Except for official service animals (i.e. seeing-eye dogs, etc.), no pets are allowed in the fitness center at any time.

All refuse must be placed in containers provided for this purpose. Keeping the fitness center clean is everyone's responsibility.

Radios and CD players are permitted in the fitness center if used with headphones and played at a volume that does not disturb others. The Television Volume must remain at a volume that does not disturb others.

Each user is required to wipe off the equipment after each use with disinfectant located in the fitness center. Please inform a staff member immediately if shortage of supply occurs.

If a resident/guest is waiting, a 30-minute time limit will be imposed for the use of cardio machines. A rotating workout will also be required throughout the weight machines.

Residents are responsible for re-stowing the dumbbells and free weights after each use.

VIII. SPORTS COURTS AND TOT LOT RULES (Tennis Courts, Hockey Rink, Basketball Courts)

There is no "OPEN GATE" Policy for any of the Sport Courts.

Residents are allowed four (4) Guests maximum when using the Sport Courts. Additional Guests require the presence of another Resident (Example: If six (6) or more players are at one of the Sport Courts then at least two (2) of the players must be Residents and so on).

Residents must have a valid Amenity Access Card (or a valid ID issued by the State of Florida with their SJF address clearly listed physically in their possession at all times while using the Sport Courts. No paper copies photographs, cell phone images, facsimiles or other copies of the Amenity Access Card or valid ID are acceptable or allowed.

Children under the age of 13 must be supervised by a resident 18 years of age or older at all times in these areas.

No common element equipment should be moved to other amenities areas. Residents are responsible for bringing their own sports equipment to the facilities at all times.

Please adhere to a two-hour limit when someone is waiting for the use of the court.

Only shoes that have non-scuffing soles are permitted on the courts. Roller blades/skates are the only approved equipment that may be used on the roller hockey court. Due to Florida temperatures please use extreme caution when allowing children to play on the tot lot.

No bicycles are permitted on any of the court areas. No hanging on basketball hoops. Only one person may swing on a swing at all times.

Drawing on the courts is strictly prohibited including chalk, markers, paint, and any other materials.

No gum, food or drink (except in non-breakable containers) is allowed, (except under the pavilions).

Any structured program scheduled by the Amenity Director has priority of open court activity.

IX. RESERVATIONS AND RENTAL FEES

- ## General Rules and Amenity Center Clubhouse

Residents may reserve the clubhouse, multi-sports field and the pavilion area for their special events. The resident shall be legally responsible for the behavior of all guests, agents, employees, invitees and licensees on the premises of the St. Johns Forest Amenity Center during the period of the usage or rental, of any room/grounds and shall be responsible for the cost of repairs, damages or lost items, as well as for any violations that occur on the premises of the St. Johns Forest Amenity Center.

An Amenity Reservation Request & Agreement Form, including a signed Waiver of Liability & Use Agreement, Alcohol Serving & Consumption Policy Agreement, and Hold Harmless agreement must be completed, submitted and approved by the Amenity Director. Residents must enter their guests into the Gatehouse Visitor Management System in advance of the event.

Residents are precluded from the transfer of any rental contract rights or responsibilities to any other individual or entity without the advance written approval of the Association. The resident must be present for the entirety of the event under their sponsorship. Failure to abide by this provision shall result in termination of the rental contract and forfeiture of fees paid in advance.

Renting of any room / Usage of Grounds is dependent upon availability and requires completion and signature of rental contract stated above, as well as PRE-PAYMENT of associated fees as follows:

- **$25 per hour, Usage Fee,** for residents only. **Rentals are offered in minimum of Four-Hour increments**, 8 hours maximum, between the hours of 9 am and 12 am. Rental time includes host's set up and break down/cleaning time, so please plan accordingly when requesting a reservation.

- **$100 Deposit** (will be returned immediately following the event if no overtime stay or damage and if Clubhouse is left in its original clean condition).
- **$50 Maintenance Fee:** Clubhouse will be refreshed before and after each event to include stocking of Restroom Facilities, Sweeping and Mopping. Hosting resident must leave the facility in PERFECT CONDITION, including Kitchen Sinks, Refrigerator, Freezer & Microwave, Cleaning & Removal of ALL trash, including balloons and party decorations to OUTSIDE DUMPSTER AREA and report any damages done to the facility during time of use.
- **$25 Furniture Fee** (Optional) This fee is incurred if host requires club staff to move furniture in tiled room for event and for use of the Clubhouse limited inventory of tables and chairs.

Host to provide own Linens, Decorations, paper products and cleaning items and supplies during and for their clean up following each event. Host is aware that furniture may not be moved in the front room and structure is to remain exactly "as is". Host is aware that no decorations may be affixed to floor, ceiling, furniture, fixtures, windows or walls of Amenity Center. Host is aware that Clubhouse rentals reserve inside of the four walls of the Clubhouse only. Party overflow into the pool or pool deck area is NOT included.

Pre-Payment Checks must be remitted by the resident and made payable to: "St. Johns Forest Master Property Owners Association, Inc." and must be paid a minimum of 7 days in advance of the event. All set up arrangements and revisions must be confirmed in writing with the Amenity Director a minimum of 7 days in advance of the event.

Rental may be cancelled without penalty by providing confirmed written notice to the Amenity Director a minimum of 48 hours prior to the rental date. In the case of a cancellation less than 48 hours, the resident shall be refunded the security deposit, cleaning fee, furniture fee (if applicable) and ½ the total pre-paid usage fee.

Any and all contact and insurance information for outside vendors hired by a host for their private event must be provided by the host to the Amenity Director prior to their scheduled event.

• Multi-Sports Courts, Field and Pavilion

No "OPEN GATE" Policy unless there is a written confirmed Reservation and Guest Fee on file with the Amenity Director.

Maximum number of residents and guests is limited to 100 persons unless specific written permission is granted from the SJF MPOA Board of Directors or their designated representative. This rule is in effect because of the limited capacity of the parking lot, rest rooms, seating, etc.).

Residents and guests may use these areas free of charge on a first come first serve basis. Residents are allowed a maximum of four (4) guests per household to these areas at any one time. If a resident would like to bring more than four (4) guests for a planned gathering, they must make their arrangements in advance with the Amenity Director on an availability basis.

After first checking on availability, the resident must remit a GUEST FEE of $25 per amenity, per hour, for usage exceeding the maximum of 4 guests per household. Host is aware that outdoor amenity areas, including playground pavilion, are not private and open to use from other residents.

Host is aware that the Pool may not be utilized during any function using these areas if a maximum of ten (10) non-resident guests per household is exceeded. Host to provide own coolers, food table, chairs, and any other equipment required for their party.

Host will leave the facility in PERFECT CONDITION, clean up any trash and report any damages done to the facility during time of use. The Pool is not available with arrangements of this type.

If a resident is found with a large number of guests using the facility and has not reserved the space or paid the appropriate fees, the guests will be asked to exit the facility and a report made with the MPOA.

- ## Swimming Pool

The Pool may not be reserved for exclusive use. Each Household is allowed a maximum of ten (10) guests to the pool at any one time, and is not available for parties exceeding this maximum number of guests. Host will leave the facility in PERFECT CONDITION, clean up any trash and report any damages done to the facility during time of use.

Grills of any kind are not permitted within the pool, pool deck or amenities areas.

The pool is swim at your own risk; however, a lifeguard/slide attendant will be on duty during certain scheduled hours.

- ## Fitness Center

The Fitness Center is not available for rental or exclusive use. Fitness Center is for the exclusive use of Residents. Residents are allowed one (1) authorized Guest in the Fitness Center at any one time. Resident and guest shall conform to the Access requirements listed elsewhere in this document.

X. GENERAL DECORUM

All St. Johns Forest RESIDENTS in good standing (resident owners, members of households CURRENTLY LIVING in St. Johns Forrest and designated tenants) are entitled to use the facilities of the St. Johns Forest Amenity Center; which includes: the pool, waterslide, fitness center, tennis courts, tot lot, basketball courts, roller hockey court, and multi-purpose field**. Residents are required to present their Amenity Access Card if requested by a staff member during the course of their use of the amenities.**

No person under the influence of alcohol or drugs will be permitted in the St. Johns Forest Amenity Center at any time. Consumption of alcohol is limited to authorized events only in accordance with the rules as previously outlined.

Excessive noise is not permitted.

The use of profanity or fighting is not permitted.

Smoking is not permitted at the St. Johns Forest Amenity Center or on its grounds (including on or around the pool deck) at any time. Residents/guests found doing so will be asked to exit the facility and will not be allowed to return until they agree to abide by the rules for a non-smoking area.

Pets are not permitted in the amenity areas except on the multi-purpose field. This includes dogs, cats, birds, etc. Pets will only be allowed to enter the amenity facilities with permission of the Amenity Director for authorized events. Residents/guests found with unauthorized pets on amenity property will be asked to exit the facility. Residents are solely responsible for proper disposal of any pet waste on or around the amenity areas and pets must always be kept on a leash. Owners are responsible for their pet's behavior toward other residents/guests as well as other pets.

All persons using the amenity areas do so at their own risk and agree to abide by the posted rules for use of the facility.

XI. ENFORCEMENT OF RULES AND CONDUCT VIOLATIONS

All users are responsible for compliance with the rules and regulations, and no exceptions will be made. The Association reserves the right to suspend resident use rights to the Amenity Center and related facilities for failure to adhere to all rules and regulations, staff directives and for a failure to timely pay any amounts owed to the Association. Violations of published and posted rules and regulations will be enforced as follows:

First Violation – The supervising staff member will bring the violation to the attention of the individual involved. If the person fails to modify his/her behavior, the individual, and all parties involved, will be asked to leave the St. Johns Forest Amenity Center or activity immediately. A written record of the violation will be made and forwarded to the Association. If the offending party is a guest, the guest and all parties involved will be asked to leave immediately, and not allowed to return for the remainder of that day.

Subsequent Violation(s) – Upon a subsequent violation, the individual and all parties involved will again be asked to leave the St. Johns Forest Amenity Center and its grounds immediately. A written record of the violation will be made and forwarded to the Association for a determination as to the need for further enforcement action which if necessary will be carried out in accordance with the Association's governing documents and Florida Statues and will include revocation of amenity access for household for one month.

IF NON-RESIDENTS ARE FOUND AT THE AMENITIES AREAS (without their resident host, or if the resident cannot provide proof of their residency), the St. Johns County Sheriff's Office will be immediately notified and the violators will be trespassed accordingly.