

**BARTRAM SPRINGS  
COMMUNITY DEVELOPMENT DISTRICT**

**Policies Regarding District  
Amenity Facility**

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## USER FEE STRUCTURE

- (1) The annual user fee for persons not owning property within the District is \$3,000.00.
- (2) The District will provide the following persons with two Amenity Center Access Cards (“Access Cards”) per household at no charge: (a) real property owners within the District; (b) tenants of real property owners who have submitted an Amenity Release Form signed by the real property owner; and (c) persons who do not own real property within the District who have paid the annual user fee. Additional Access Cards, including replacement cards, may be purchased by such persons for \$25.00.
- (3) Real property owners within the District - to receive an Access Card, a real property owner within the District must submit to Amenity Center Staff a completed Amenity Facility Access Card Form, valid government issued photo identification, and proof of residency within the District, such as a warranty deed or HUD-1 settlement statement.
- (4) Tenants of real property owners within the District – to receive an Access Card, tenants of persons who own real property within the District must submit to Amenity Center Staff an Amenity Release Form signed by the real property owner relinquishing and transferring their Amenity Center privileges to the tenant, a completed Amenity Facility Access Card Form, valid government issued photo identification, and signed lease agreement for the home within the District. Only persons on the lease agreement may be issued an Access Card.
- (5) Annual Fee Payers – to receive an Access Card, persons who do not own real property within the District who have paid the annual user fee must present to Amenity Center Staff a completed Amenity Facility Access Card Form and valid government issued photo identification. An annual fee payer’s Amenity Center privileges shall be valid for twelve months from the date of fee payment.
- (6) Each Patron may be issued one guest card (“Guest Card”), at no charge, good for twenty-four guest uses per calendar year. Guest Cards will expire at the end of the calendar year regardless of whether fully utilized or not. If all twenty-four visits are used, additional Guest Cards may be purchased for \$50 dollars and will be good for an additional twenty-four guest uses. Guests not in possession of a House Guest Pass, discussed below, must be accompanied by the District homeowner.
- (7) Out of town guests (100 miles from the District) staying in the home of a district homeowner for more than one day shall be permitted to use the Amenity Center if a Patron purchases a “House Guest Pass”. The rate for a House Guest Pass is \$20.00 per person per week or \$50.00 per family. No more than 6 house guests are allowed per household at any one time. House Guest Passes must be purchased from the District offices by a Patron. The house guest may use the facility without being accompanied by the Patron. House guests cannot bring guest using the Patron’s guest pass.

- (8) An Access Card may be used by Patrons and other eligible persons residing with Patron described below (“Resident”) who are in the photograph taken by Amenity Center Staff in connection with the issuance of an Access Card:
- Spouse;
  - Children, including step children, residing with Patron
  - Parents of Patron or Patron’s spouse, provided the parent has the same permanent address as Patron as evidenced by a valid driver’s license, voter’s registration, utility bill, or similar proof; and

An adult unrelated, to Patron, provided the adult has the same permanent address as Patron as evidenced by a valid driver’s license, voter’s registration, utility bill, or similar proof.

### DEFINITIONS

“**Amenity Center**” or “**Amenity Facility**” is defined as the amenity building (offices, social hall, restrooms and fitness center), Pool Area (as defined below), Splash Pad Area (as defined below), Club Suite (as defined below), Fire Pit Area, Volleyball Courts, Tennis Facility, Basketball Courts, Playgrounds, Racquetball Courts, Athletic Fields (as defined below), parking lots, open space and other appurtenances or related improvements, all located within the Bartram Springs Community Development District.

“**Amenity Center Staff**” shall mean the persons responsible for daily operation of the amenity center, including the Amenity Manager, lifeguards, facility attendants, maintenance personnel or any District employee.

“**Amenity Manager**” shall mean the individual responsible for overseeing the Amenity Centers and Amenity Center Staff.

“**Athletic Fields**” shall mean the soccer field located on Ginnie Springs Road and the multi- purpose sports field located near the Tennis Facility.

“**Board**” shall be defined as the Bartram Springs Community Development District Board of Supervisors.

“**Club Suite**” shall mean the multi-purpose room that is so labeled and is located immediately to the west of the Amenity Center entrance.

“**District**” shall mean the Bartram Springs Community Development District.

“**District Operations Manager**” shall mean a representative of the District’s management company who serves as a point of contact between the District and Amenity Center Staff.

**“District Property”** shall mean all property owned by the District including, but not limited to, the Amenity Centers, common areas, parking lots and ponds.

**“Fitness Center”** shall mean the free standing gym, space within the amenity building used for exercise or fitness, saunas and changing rooms.

**“Fire Pit Area”** shall mean the area surrounding the fire pit located in the Pool Area, including any gazebos, adjacent decks and shade structures.

**“Guests”** Guests are considered – Any non-patron who is invited and accompanied for the day by a patron over the age of eighteen (18) years to participate in the use of the Amenity Facilities. Provided, however, individuals under the age of five shall not be considered a guest for purposes of determining the number of guests a Patron may bring to the Amenity Facility.

**“Patron”** shall mean persons or entities who own real property within the District and those persons or entities who do not own land within the District who have paid the annual user fee.

**“Playground” or “Playgrounds”** shall include the playgrounds at the amenity building on Cherry Lake Drive and near the soccer field on Ginnie Springs Road. The Procedures herein apply to all facilities.

**“Policies”** shall include these Policies Regarding the District Amenity Facilities, as amended from time to time, and all other policies established by the District including, but not limited to, Lake Policies, Dog Park Policies, Parking Policies, and Fishing Policies.

**“Lap Pool”** shall mean that portion of the Swimming Pool containing lane markers and used for competitive swim meets.

Except where otherwise specified, the terms **“Pool”**, and **“Swimming Pool”** shall mean the lap pool, the Rec Pool (as defined below), the foot bridge separating the Lap and Rec Pool and the water slide. **“Pool Area”** shall mean all of the above, plus any gazebos, adjacent decks, shade structures and other property or improvements within the fenced area surrounding the Pools.

**“Rec Pool”** shall mean the Swimming Pool adjacent to the water slide not containing lane markers.

**“Splash Pad Area”** shall mean the Splash Pad and deck within the fenced area surrounding the Splash Pad.

#### GENERAL PROVISIONS

- (1) Patrons must present their access cards upon entering the Bartram Springs Amenity Center.
- (2) Unless provided elsewhere, children fourteen (14) years of age and younger must be accompanied by an adult eighteen (18) years of age or older.

- (3) The Amenity Center's hours of operation will be established and published by the District considering the season of the year and other circumstances.
- (4) Alcoholic beverages shall not be served or sold, nor permitted to be consumed on the Amenity Facility's premises, except at pre-approved special events, subject to the Facility Rental Policies below.
- (5) Dogs or other pets (with the exception of service animals) are not permitted in the Amenity Center, adjacent playground to the pool, splash pad, and pool deck. Where service animals are permitted on the grounds, they must be leashed at all times.
- (6) Vehicles must be parked in designated areas. Vehicles should not be parked on grass lawns, or in any way which blocks the normal flow of traffic. Vehicles may not be left in the parking lot overnight without prior approval from the Amenity Manager who can grant a two night maximum pass.
- (7) Fireworks of any kind are not permitted anywhere in the Amenity Center or adjacent areas.
- (8) No Patron, visitor or guest is allowed in the service areas of the facility.
- (9) These Policies may be modified from time to time when necessary by:
  - (a) The Board of Supervisors at a publicly-noticed Board meeting; or
  - (b) The Amenity Center Staff, upon approval of the Board Chairperson, and subject to Board ratification at the next publicly-noticed Board meeting.
- (10) The Board of Supervisors and Amenity Center Staff shall have full authority to enforce the Policies.
- (11) Facility Access Cards will be issued to Patrons at the time their membership commences. All Patrons must use their Facility Access Card for entrance to the Amenity Center. All lost or stolen swipe cards should be reported immediately to the Amenity Manager. There will be a \$25.00 replacement card fee.
- (12) Smoking (including e-cigarettes) is not permitted anywhere on District Property.
- (13) Disregard for the Policies will result in expulsion from the facility and/or loss of Amenity Center privileges in accordance with the termination policy.
- (14) Glass and other breakable items are not permitted at the Amenity Center.
- (15) Patrons and their guests shall treat Amenity Center Staff with courtesy and respect.

- (16) Skateboarding is not permitted at the Amenity Center, including all parking lots, and sidewalks encompassing the Amenity Center.
- (17) Bicycles, skateboards, roller blades, scooters and golf carts are not permitted inside of the Amenity Center gates. All bicycles must be placed at a bike rack.
- (18) No open flames are permitted in the social hall, fitness center, Club Suite or Pool Area, with the exception of Sterno-type heaters used to warm food during private events in the social hall. Barbecue grills are available in the Pool Area for use by Patrons in accordance with the Barbecue Grill Policy.
- (19) No items may be brought to the Amenity Center that, in the discretion of Amenity Staff, could cause injury, death or damage to property.
- (20) Firearms are not permitted at the Amenity Center or on any District property in each case to the extent such prohibitions are permitted under Florida law. Among other prohibitions, no firearms may be carried to any meeting of the District's Board of Supervisors.
- (21) Public displays of affection are not permitted at the Amenity Center. It is the responsibility of staff and management to use discretion in addressing and enforcing proper public etiquette.

#### **GENERAL SWIMMING POOL POLICIES**

- (1) All Patrons and their guests must sign in upon entry of the Pool Area. Patron households are limited to four (4) guests at the Pool Area, with additional guests to be permitted subject to pool capacity and in the sole discretion of Amenity Center Staff.
- (2) Lifeguards are on duty for the water slide on a seasonal basis only. Patrons and guests who use the Swimming Pool do so at their own risk.
- (3) Children fourteen (14) years of age and younger must be supervised at all times by an adult of at least eighteen (18) years of age for usage of the Pool.
- (4) Infants and children under the age of 3, or any child that is not toilet trained and utilizing a swim diaper, are not permitted in the Lap Pool.
- (5) Radios, televisions, music devices, video devices, tablets, phones, laptops and the like may be listened to if equipped with headphones. All other electrical equipment is not permitted in the Pool Area.
- (6) Swimming is permitted only during designated hours, as posted at the Pool. Hours are seasonal and subject to change.

- (7) Showers are required before entering the Pool.
- (8) Glass containers and alcoholic beverages are not permitted in the Pool Area.
- (9) Children three (3) years of age and younger, and those who are not fully toilet-trained, must wear rubber lined swim diapers, as well as a swim suit over the swim diaper, to reduce the health risks associated with human waste in the Pool Area.
- (10) Play equipment, such as floats, rafts, snorkels, dive sticks, and flotation devices must meet with Amenity Center Staff approval prior to use. The Amenity Center Staff reserves the right to prohibit use of any play equipment, especially during times of peak or scheduled activity at the Swimming Pool, or if the equipment provides a safety concern or nuisance as determined by Amenity Center Staff. The following items are generally allowed: pool noodles, kick boards, water wings, soft foam balls, and dive sticks. The following items are generally prohibited: large rafts or any inflatable beyond infant swim rings, tennis balls, boogie boards, hard toys, hard footballs, battery operated toys, squirt guns or any other item deemed a safety concern or a nuisance to other Patrons.
- (11) Swimming Pool availability may be changed without notice in order to facilitate maintenance of the Amenity Center or other scheduled events.
- (12) Hanging on the lane lines, interfering with the lap-swimming lane, and diving are prohibited.
- (13) The Amenity Center staff reserves the right to authorize all programs and activities, including the number of guest participants, equipment and supplies usage, etc., conducted at the pool, including Swim Lessons, Aquatic/Recreational Programs and Pool Parties.
- (14) Swimming pool hours will be posted.
- (15) Proper swim attire must be worn in the Pool. No jeans, buckles, belts zippers, buttons, or any other street clothes shall be permitted.
- (16) Chewing gum is not permitted in the Pool Area.
- (17) No diving, jumping, pushing, running or other horseplay is allowed in the Pool Area.
- (18) For the comfort of others, the changing of diapers or clothes is not allowed in the Pool Area.
- (19) No one shall pollute the Pool. Anyone who does pollute the Pool is liable for any costs incurred in treating and reopening the Pool.
- (20) Pool entrances must be kept clear at all times.

- (21) Smoking (including e-cigarettes) is not permitted in the Pool Area.
- (22) No swinging or climbing on ladders, fences, or railings is allowed.
- (23) Pool furniture is not to be removed from the Pool Area, thrown into the Pool or otherwise disturbed.
- (24) Loud, profane, or abusive language is prohibited. Patrons and guests who use the water slide do so at their own risk.
- (25) Children less than forty (40) inches tall are not permitted to ride the water slide.
- (26) Only one person may ride the water slide at a time.
- (27) No shorts with snaps or rivets will be allowed on the water slide.
- (28) Keep arms and hands inside flumes at all times.
- (29) No flotation devices are allowed on the water slide.
- (30) For safety reasons, pregnant women and persons with health conditions or back problems should not ride the water slide.
- (31) The water slide may only be used during Pool hours when it is attended by two (2) life-guards.
- (32) To ride the water slide, all persons must be able to swim and surface for air recovery after sliding.
- (33) Catching children at the bottom of the water slide is not permitted. Children using the slide must be able to swim safely upon entering the water from the slide.
- (34) No goggles, sunglasses, reading glasses, snorkels, floatation devices on the water slide.
- (35) Water guns and similar instrumentalities are prohibited in the Pool Area.
- (36) Proper swim attire must be worn in the Pool Area. Thong-style swim attire is not permitted. Swim attire must be worn properly.
- (37) The chair lift(s) in the Pool Area are provided pursuant to the Americans with Disabilities Act. They are to be used only to facilitate usage of the Pool by disabled individuals. Any use of the chair lift for other than its intended purpose is strictly prohibited.
- (38) Children using the kiddie pool must be accompanied by an adult of at least eighteen (18) years of age.

- (39) Parents or other supervising Adults must be within arm's length of the children they are supervising when in the Pool.
- (40) No food or drink is permitted on the Pool Deck within six (6) feet of the Pool.

#### **SWIMMING POOL: THUNDERSTORM POLICY**

The lifeguards or Amenity Manager are in control of the operation of the Pool Area during thunderstorms, heavy rain and other inclement weather. The lifeguards or Amenity Manager will determine whether swimming is permitted or not during the times the Swimming Pool is attended. During periods of heavy rain, thunderstorms and other inclement weather, the Pool Area will be closed. If heavy rain, thunder and/or lightning occur, everyone will be required to exit the Pool and Pool Area at the first sound of thunder and/or first sighting of lightning for a waiting period of at least 30 minutes. At any point during the 30-minute waiting period, if thunder and/or lightning is heard or seen, the waiting period will be extended 30-minutes from the last sighting or sound.

#### **SWIMMING POOL: FECES POLICY**

- (1) If contamination occurs, the Pool will be closed for twelve (12) hours and the water will be shocked with chlorine to kill bacteria.
- (2) Parents should take their children to the restroom before entering the Pool.
- (3) Children three (3) years of age and younger, and those who are not reliably toilet trained, must wear rubber lined swim diapers and a swimsuit over the swim diaper.

#### **SPLASH PAD POLICIES**

- (1) All Patrons and their guests must present access cards at the Amenity Center before entering the Splash Pad Area.
- (2) Splash Pad Area capacity is limited to 16 persons at one time.
- (3) Children fourteen (14) years of age and younger must be supervised at all times by an adult of at least eighteen (18) years of age for usage of the Pool.
- (4) No food or beverages are allowed in the Splash Pad Area.
- (5) Chewing gum is not permitted in the Splash Pad Area.

- (6) Glass containers and alcoholic beverages are not permitted in the Splash Pad Area.
- (7) Showers are required before entering the Splash Pad.
- (8) Patrons should not swallow Splash Pad water, it is re-circulated.
- (9) Radios, televisions, music devices, video devices, tablets, phones, laptops and the like may be listened to if equipped with headphones. All other electrical equipment is not permitted in the Splash Pad Area.
- (10) Splash Pad availability may be changed without notice in order to facilitate maintenance of the Amenity Center or other scheduled events.
- (11) Splash Pad hours will be posted.
- (12) Smoking (including e-cigarettes) is not permitted in the Pool Area.
- (13) No swinging or climbing on fences, Splash Pad equipment is allowed.
- (14) Loud, profane, or abusive language is prohibited.
- (15) Patrons and guests who use the Splash Pad do so at their own risk.
- (16) Water guns and similar instrumentalities are prohibited in the Splash Pad Area.
- (17) Proper swim attire must be worn in the Splash Pad Area. Thong-style swim attire is not permitted. Swim attire must be worn properly.

### **FIRE PIT AREA POLICIES**

All Patrons and guests using the Fire Pit Area are expected to conduct themselves in a responsible, courteous and safe manner in compliance with the Policies. Disregard or violation of the Policies and misuse or destruction of the Fire Pit or furniture in the Fire Pit Area may result in the suspension or termination of Amenity Center privileges. Guests may use the Fire Pit Area if accompanied by a Patron.

- (1) *Eligible Users.* Patrons and guests must be eighteen (18) years of age and older to enter and use the Fire Pit Area. Children are allowed entry and use the fire pit area only if accompanied by an eligible user.
- (2) *Hours:* The Fire Pit Area may only be used during designated hours.
- (3) **Use of the Fire Pit is at the Patron's own risk.**

- (4) Smoking (including e-cigarettes) is not permitted in the Fire Pit Area.
- (5) Glass containers and alcoholic beverages are not permitted in the Fire Pit Area.
- (6) Radios, televisions, music devices, video devices, tablets, phones, laptops and the like may be listened to if equipped with headphones.
- (7) Chewing gum is not permitted in the Fire Pit Area.
- (8) Furniture in the Fire Pit Area shall not be removed from the Area.
- (9) The cooking of food on the fire pit, such as marshmallows, hot dogs, etc., is not permitted.
- (10) Please see Amenity Center Staff for operation of the fire pit.
- (11) No pets (other than services animals) are permitted in the Fire Pit Area.

#### **VOLLEYBALL COURT POLICIES**

All Patrons and guests using the Volleyball Courts are expected to conduct themselves in a responsible, courteous and safe manner in compliance with the Policies. Disregard or violation of the Policies and misuse or destruction of Volleyball Court equipment may result in the suspension or termination of Volleyball privileges. Guests may use the Volleyball Courts if accompanied by a Patron.

**Please note that the Volleyball Courts are unattended and persons using the Volleyball Courts do so at their own risk. Persons interested in using the Volleyball Courts are encouraged to consult with a physician prior to use.**

- (1) *Eligible Users.* Patrons and guests twelve (12) years of age and older are permitted to use the Volleyball Courts during designated operating hours. Children who are eleven (11) years of age and younger may use the Volleyball Courts only when accompanied by an adult eighteen (18) years of age or older.
- (2) *Hours.* The Volleyball Courts are available for use during daylight hours. The Volleyball Courts may not be used after dark.
- (3) *Emergencies:* For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to Amenity Center Staff as well as the District Operations Manager.
- (4) *Proper Attire:* Proper attire is required at all times while on the Volleyball Courts.

- (5) The Volleyball Courts are available through the Court Reserve System. If not reserved through Court Reserve, courts are on a first come, first serve basis. Patrons and their guests shall limit use of the Volleyball Courts to one (1) hour if others are waiting, or shall invite Patrons and guests who are waiting to join the current game.
- (6) *General Policies:*
- Proper etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.
  - Persons using the Volleyball Courts must supply their own volleyballs.
  - The Volleyball Courts are for the play of volleyball only.
  - Beverages are permitted at the Volleyball Courts if contained in non-breakable containers with screw top or sealed lids. No alcoholic beverages, glass or other breakable items are permitted on the Volleyball Courts.
  - No chairs other than those provided by the District are permitted on the Volleyball Courts. Chairs may not be placed in the sand at any time.
  - The Volleyball Courts must be left clean after use.
  - Do not hang on the volleyball nets or remove sand at any time.
  - Patrons and guests who misuse the Volleyball Courts will be suspended from further use of the Volleyball Courts.
  - No pets (other than services animals) are permitted at the Volleyball Courts.

#### FITNESS CENTER POLICIES

All Patrons and guests using the Fitness Center are expected to conduct themselves in a responsible, courteous and safe manner in compliance with the Policies. Disregard or violation of the Policies and misuse or destruction of Fitness Center equipment may result in the suspension or termination of Fitness Center privileges.

**Please note that the Fitness Center is an unattended facility and persons using the facility do so at their own risk. Persons interested in using the Fitness Center are encouraged to consult with a physician prior to commencing a fitness program.**

- (1) *Hours:* The Fitness Center is open seven (7) days a week from 4am to 11pm. Hours are subject to change based on the needs of the community and will be posted. Use of the Fitness Center is permitted only during the posted hours. Any Patron using the Fitness Center outside of the posted hours will be responsible for reimbursing the District for any fees or charges incurred in responding to the Fitness Center security alarm.
- (2) *Emergencies:* For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to Amenity Center Staff as well as the District Operations Manager.
- (3) *Eligible Users:* Patrons and up to two guests fifteen (15) years of age and older are permitted to use the Fitness Center during designated operating hours. Children who are thirteen

(13) and fourteen (14) years of age may use the Fitness Center only when accompanied by an authorized adult eighteen (18) years of age or older. No children twelve (12) years of age and under are permitted in the Fitness Center.

Persons under the age of eighteen (18) must have an executed Parental Release of Liability Form on file at The Bartram Club prior to using the Fitness Center.

(4) *Proper Attire:* Appropriate clothing and footwear (covering the entire foot) must be worn at all times in the Fitness Center. Appropriate clothing includes t-shirts, tank tops, shorts (no jeans), leotards, and/or sweat suits (no swimsuits).

(5) *Food and Beverage:* Food (including chewing gum) is not permitted within the Fitness Center. Beverages, however, are permitted in the Fitness Center if contained in non-breakable containers with screw top or sealed lids.

(6) *General Policies:*

- Each individual is responsible for wiping off fitness equipment after use.
- Fitness trainers may be utilized by only two members per household. Fitness trainers shall not be entitled to use the fitness facilities for personal use.
- Hand chalk is not permitted to be used in the Fitness Center.
- Radios, televisions, music devices, video devices, tablets, phones, laptops and the like may be listened to if equipped with headphones and played at a volume that does not disturb others.
- No bags, gear, or jackets are permitted on the floor of the Fitness Center or on the fitness equipment.
- Weights or other fitness equipment may not be removed from the Fitness Center.
- Please limit use of cardiovascular equipment to thirty (30) minutes and step aside between multiple sets on weight equipment if other persons are waiting.
- Please return weights to their proper location after use.
- Free weights are not to be dropped and should be placed only on the floor or on equipment made specifically for storage of the weights.
- Any fitness program operated established and run by the District may have priority over other users of the Fitness Center.
- Weights, fitness equipment or other exercise is prohibited in the saunas.

### **TENNIS FACILITY POLICIES**

All Patrons and guests using the Tennis Facility are expected to conduct themselves in a responsible, courteous and safe manner in compliance with the Policies. Disregard or violation of the Policies and misuse or destruction of Tennis Facility equipment may result in the suspension or termination of Tennis Facility privileges. Guests may use the Tennis Facility if accompanied by a Patron, and in accordance with Tennis guest policy.

**Please note that the Tennis Facility is an unattended facility and persons using the facility do so at their own risk. Persons interested in using the Tennis Facility are encouraged to consult with**

**a physician prior to use.**

- (1) *Eligible Users.* Patrons and guests fifteen (15) years of age and older are permitted to use the Tennis Facility during designated operating hours. Children who are fourteen (14) years of age and younger may use the Tennis Facility only when accompanied by an adult eighteen (18) years of age or older.
- (2) *Hours:* The Tennis Facility is available for use by Patrons from dawn until 930PM unless otherwise designated. The first available reservation time slot will begin at 8AM.
- (3) *Emergencies:* For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to Amenity Center Staff as well as the District Operations Manager.
- (4) *Proper Attire:* Proper tennis shoes and attire is required at all times while on the Tennis Courts.
- (5) *Reservations:* Patrons may reserve the Tennis Courts by utilizing the online court reservation system or by contacting the Amenity Center attendant during business hours (reservations left on the voicemail are not guaranteed). The names of all Patrons and Guests shall appear on the reservation. You must cancel the reservation through the court reserve system if you are not planning on using the court. People reserving the courts and not cancelling the reservation may have disciplinary action taken against them.

Courts are available at fixed 90-minute intervals throughout the day. Reservations may be made up to 48 hours in advance for up to one (1) time slot. Patrons may reserve one (1) court per day. If the Patron is twenty (20) minutes late for their reservation, the reservation shall be forfeited. Patrons will check in with an Amenity Center attendant upon arrival.

When not reserved, the Tennis Courts are available on a first come, first serve basis. It is recommended that persons wanting to use the Tennis Courts check with the Amenity Facility attendant to verify availability. Use of a Tennis Court is limited to one (1) court when others are waiting unless the Tennis Court being used pursuant to a reservation discussed above.

- (6) *Cancellations:* Patrons must let the Amenity Center attendant know if they are not able to utilize the court for their reserved time slot. Any more than three (3) no call no shows per resident may result in a suspension of reservation privileges per Board discretion.
- (7) *Guests:* At no time should the number of guests utilizing the court exceed the number of Patrons. For singles play, up to one (1) guest is permitted. For doubles, up to two (2) guests are permitted. All guests, accompanied by their Patron, will check in at the front office with their Patron upon arrival.
- (8) *General Policies:*

- Players with existing reservations override players who are first come, first serve.
- If you find it necessary to “bump” other players when it is your turn to play:
  - Wait outside the gate and politely inform players that you have a reservation time.
  - Allow players to finish out one more point, then change over.
- Proper tennis etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.
- Persons using the Tennis Facility must supply their own equipment (rackets, balls, etc.).
- The Tennis Facility is the play of tennis only. Roller blades, bikes, skates, skateboards, and scooters are prohibited from the Tennis Facility.
- Beverages are permitted at the Tennis Facility if contained in non-breakable containers with screw top or sealed lids. No glass containers are permitted on the Tennis Facilities.
- No chairs other than those provided by the District are permitted on the Tennis Courts.
- Lights at the Tennis Facility must be turned off after use, and in no event shall the lights remain on after 9:30 p.m.
- No pets (other than services animals) are permitted at the Tennis Facility.
- The amenity management company has subcontracted with a qualified tennis professional to offer tennis lessons, at a separate fee, to Patrons. This is an exclusive agreement. No other professional, for-profit tennis instruction will be allowed on District courts.

### **PICKLEBALL FACILITY POLICIES**

All Patrons and guests using the Pickleball Courts are expected to conduct themselves in a responsible, courteous, and safe manner in compliance with the Policies. Disregard or violation of the Policies and misuse or destruction of the Pickleball Facility equipment may result in the suspension or termination of Pickleball Facility privileges. Guests may use the Pickleball Facility if accompanied by a Patron and in accordance with Pickleball guest policy.

**Please note that the Pickleball Facility is an unattended facility and persons using the facility do so at their own risk. Persons interested in using the Pickleball Facility are encouraged to consult with a physician prior to use.**

- (1) *Eligible Users:* Patrons and guests fifteen (15) years of age and older are permitted to use the Pickleball Facility during designated operating hours. Children who are fourteen (14) years of age and younger may use the Pickleball Facility only when accompanied by an adult eighteen (18) years of age or older.

- (2) *Hours:* The Pickleball Facility is available for use by Patrons from dawn until 930PM unless otherwise designated. The first reservation slot available begins at 8AM.
- (3) *Emergencies:* For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to Amenity Center Staff as well as the District Operations Manager.
- (4) *Proper Attire:* Proper shoes and attire are required at all times while on the Pickleball Courts.
- (5) *Reservations:* Patrons may reserve Pickleball Courts by utilizing the online reservation system or by contacting the Amenity Center attendant during business hours (reservations left on the voicemail are not guaranteed). The names of all Patrons and Guests shall appear on the reservation.

Courts are available at fixed 90-minute intervals throughout the day. Reservations may be made up to 48 hours in advance for up to one (1) time slot. Patrons may reserve one (1) Pickleball court per day. If the Patron is twenty (20) minutes late for their reservation, the reservation shall be forfeited. Patrons will check in with an Amenity Center attendant upon arrival.

When not the subject of a reservation or other designation, Pickleball Courts are available on a first come, first serve basis. It is recommended that persons desiring to use the Pickleball Courts check with the Amenity Facility attendant to verify availability. Use of a Pickleball Court is limited to one (1) court when others are waiting unless the Pickleball Court being used pursuant to a reservation discussed above.

- (6) *Cancellations:* Patrons must cancel their reservation through the Court Reserve System. Any more than three (3) no call no shows per resident may result in a suspension of reservation privileges per Board discretion.
- (7) *Guests:* At no time should the number of guests utilizing the court exceed the number of Patrons. For singles play, up to one (1) guest is permitted. For doubles, up to two (2) guests are permitted. All guests, accompanied by their Patron, shall check in with the Amenity Center attendant upon arrival.
- (8) *General Policies:*
  - Players with existing reservations override players who are first come, first serve. All players should check in with the Amenity Center attendant to ensure availability.
  - If you find it necessary to “bump” other players when it is your turn to play:
    - i. Wait outside the gate and politely inform players that you have a reservation time.
    - ii. Allow players to finish out one more point, then change over.

- Proper Pickleball etiquette shall be adhered to at all times. The use of profanity or disruptive behavior is prohibited.
- Persons using the Pickleball Facility must supply their own equipment (paddles, balls, etc.).
- The Tennis/Pickleball facility is for the play of tennis/pickleball only. Roller blades, bikes, skates, skateboards, and scooters are prohibited from the Tennis/Pickleball facility.
- No chairs other than those provided by the District are permitted on the Tennis/Pickleball courts.
- In no event shall the lights remain on after 9:30PM.
- No pets (other than service animals) are permitted in the Tennis/Pickleball Facility.

### **BASKETBALL FACILITY POLICIES**

All Patrons and guests using the Basketball Courts are expected to conduct themselves in a responsible, courteous and safe manner in compliance with the Policies. Disregard or violation of the Policies and misuse or destruction of Basketball Facility equipment may result in the suspension or termination of Basketball Facility privileges. Guests may use the Basketball Facility if accompanied by a Patron.

**Please note that the Basketball Facility is an unattended facility and persons using the facility do so at their own risk. Persons interested in using the Basketball Facility are encouraged to consult with a physician prior to use.**

- (1) *Eligible Users.* Patrons and guests twelve (12) years of age and older are permitted to use the Basketball Facility during designated operating hours. Children who are eleven (11) years of age and younger may use the Basketball Facility only when accompanied by an adult eighteen (18) years of age or older.
- (2) *Hours:* The Basketball Facility is available for use by Patrons during daylight hours. Use of the Basketball Facility after dark is prohibited.
- (3) *Emergencies:* For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to Amenity Center Staff as well as the District Operations Manager.
- (4) *Proper Attire:* Proper basketball shoes and attire is required at all times while on the Basketball Courts.
- (5) *Reservations:* the Basketball Facility is available on a first come, first serve basis. Use of a Basketball Court is limited to one (1) hour when others are waiting.
- (6) *General Policies:*
  - Proper basketball etiquette shall be adhered to at all times. The use of profanity or

disruptive behavior is prohibited.

- Persons using the Basketball Facility must supply their own equipment.
- The Basketball Facility is for basketball playing only. Roller blades, bikes, skates, skateboards, and scooters are prohibited from the Basketball Facility.
- Beverages are permitted at the Basketball Facility if contained in non-breakable containers with screw top or sealed lids. No glass containers are permitted at the Basketball Facilities.
- The Basketball Facility must be left clean after use.
- No pets (other than services animals) are permitted at the Basketball Facility.

### **PLAYGROUND POLICIES**

**Please note that the Playgrounds are unattended facilities and persons using the Playground do so at their own risk.**

- (1) *Eligible Users.* Children eleven (11) years of age and younger must be accompanied by an adult eighteen (18) years of age or older.
- (2) *Hours.* The Playgrounds shall be available for use from dawn to dusk.
- (3) *Emergencies.* For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to Amenity Center Staff as well as the District Operations Manager.
- (4) No roughhousing at the Playgrounds.
- (5) Persons using the Playgrounds must clean up all food, beverages and miscellaneous trash brought to the Playgrounds.
- (6) Use of the Playgrounds may be limited from time to time due to a sponsored event, which must be approved by the District Manager.
- (7) The use of profanity or disruptive behavior is prohibited.
- (8) No pets (other than services animals) are permitted at the Playground.

### **ATHLETIC FIELD POLICIES**

**Please note that the Athletic Fields are unattended facilities and persons using the Athletic Fields do so at their own risk.**

*Eligible Users.* Patrons and guests ten (10) years and older are permitted to use the Athletic Fields. Children under the age of ten (10) must be accompanied by an adult eighteen (18) years of age or older. Patrons may accompany up to five (5) guests.

- (1) *Hours.* The Athletic Fields shall be available for use from dawn until dusk.
- (2) *Emergencies:* For all emergencies, call 911 immediately. All emergencies and injuries must also be reported to Amenity Center Staff as well as the District Operations Manager.
- (3) *Reservations.* Reservations for the field gazebos does not include any reservation of the fields. Fields are first come first served basis.

- (4) The Athletic Fields are not to be used for events other than athletic events, Board approved reservations, or District sponsored events.
- (5) Bicycles, skates, skateboard, scooters, rollerblades and motorized vehicles of any kind are prohibited at the Athletic Fields.
- (6) Alcoholic beverages, glass containers and other breakable items are prohibited.
- (7) The use of profanity or disruptive behavior is prohibited.
- (8) Patrons must bring their own sports equipment (e.g., soccer balls, softball bats, etc.).
- (9) Persons using the Athletic Fields must clean up all food, beverages and miscellaneous trash brought to the Athletic Fields.
- (10) Use of the Athletic Fields may be limited from time to time due to a District-sponsored event.
- (11) No pets (other than services animals) are permitted at the Athletic Fields.

#### **BARK PARK OFF LEASH DOG PARK FACILITY POLICIES**

All Patrons and guests using the Bark Park are expected to conduct themselves in a responsible, courteous and safe manner in compliance with the Policies. Disregard or violation of the Policies and misuse or destruction of Bark Park equipment may result in the suspension or termination of Amenity Facility privileges. Guests may use the Bark Park if accompanied by a Patron.

**Please note that the Bark Park is an unattended facility and persons using the Bark Park do so at their own risk.**

- (1) Voluntary use of the Bark Park evidences waiver of any claims against the Bartram Springs Community Development District resulting from activities occurring at the Bark Park. The Bartram Springs Community Development District is not responsible for any injury or harm caused from the use of the Bark Park.
- (2) General Policies applicable to those owners and handlers bringing dogs to the Dog Park:
  - The only pets permitted to use the Bark Park are dogs; no other pets permitted.
  - Dogs shall be leashed at all times except when in designated “off-leash” areas within the fenced Bark Park.
  - Dogs shall be supervised and in view at all times and never left unattended.
  - Children must be supervised at all times. Children under 12 must be accompanied by an adult.
  - Dogs must be leashed quickly and removed from the dog from the Bark Park in the event of any problems. Any dogs displaying aggressive behavior shall immediately be

- leashed by the owner and removed from the Bark Park.
- Be polite and “Scoop the Poop!” Pet waste stations and trash cans are located at the Bark Park.
- No prong, pinch or spiked collars are permitted within the fenced area of the Bark Park.
- Dogs shall be kept from digging or damaging any equipment or Bark Park lands or facilities. Any holes made by a person’s dog shall be filled by that person.
- Dogs under four months old, in heat, with fleas, skin conditions, or are otherwise ill are not permitted in the Bark Park.
- Dogs shall be up-to-date on vaccinations prior to entering the Bark Park, and shall have current rabies and applicable license tags clipped to their collars at all times.
- No food is permitted at the Bark Park, except food/treats for dogs.

### **BARBECUE GRILL POLICIES**

- (1) Use of the Barbecue Grill is limited to Patrons, their guests and their family members.
- (2) Except during District-sponsored events, the Barbecue Grill may only be used when the Amenity Facility is attended by Amenity Facility Staff.
- (3) Use of the Barbecue Grill is on a first come, first serve basis.
- (4) **Use of the Barbecue Grill is at the Patron’s own risk.**
- (5) No persons under the age of eighteen (18) may operate the Barbecue Grill at any time.
- (6) Glass and other breakable items are not permitted around the Barbecue Grill.
- (7) Alcoholic beverages are not permitted around the Barbecue Grill.
- (8) Patrons must thoroughly clean the Barbecue Grill after each use. Patrons must, at a minimum, remove all charcoal, food remnants, trash and cooking implements. Cleaning supplies are available from Amenity Center Staff.
- (9) Patrons must provide their own cooking implements.
- (10) Patrons must notify Amenity Facility Staff when they have finished using the Barbecue Grill. Staff will ensure that the Barbecue Grill has been properly cleaned and lock the Barbecue Grill after each use.

## FACILITY RENTAL POLICIES

Patrons may reserve for rental certain portions of the Bartram Springs Amenity Center for a “Private Event,” defined as any event not open to the general public. (Events which are open to the general public are not subject to these Facility Rental Policies.) Two (2) rooms or portions of the Amenity Center are available for rental at any given time and reservations may not be made more than three (3) months prior to the event. Only one (1) available facility may be rented per Private Event. Persons interested in doing so should contact the Amenity Manager regarding the anticipated date and time of the event to determine availability. Please note that the Amenity Center is unavailable for Private Events on the following holidays:

Easter Sunday	Memorial Day
4 <sup>th</sup> of July	Labor Day
Thanksgiving	Christmas Eve
Christmas Day	New Year’s Eve
New Year’s Day	

(1) *Available Facilities:* The following areas of the Amenity Center are available for Private Event rental (capacity; rental fee where applicable) for up to four (4) total hours, unless otherwise specified below, (including set-up and post event clean up):

- Social Hall in the amenity building (includes the adjacent outdoor patio and card room) (capacity: 75; \$300 deposit; \$15.00 per hour; available for four (4) hours beginning at 10:00 a.m. and six (6) hours beginning at 4:00 p.m.).
- Gazebo(s) in the Pool Area (only when Amenity Center Staff is on duty) (capacity: 25; \$25.00) There are two gazebos in the Pool Area that are available for rental. Only one gazebo can be rented at a time. The gazebo rental includes 4 tables and 4 chairs per table.
- Deck Gazebo - \$300 deposit; \$25 rental fee; available between the hours of 10:00 a.m. and 6:00 p.m.
- Athletic Field Gazebo - \$300 deposit; \$25 rental fee; available between the hours of 10:00 a.m. and 6:00 p.m.
- Club Suite shall not exceed the capacity of 28; no rental fee or deposit required.
- Fire Pit - \$300 deposit; \$25 rental fee plus \$54 extra staff fee; available between the hours of 10:00 a.m. and 10:00 p.m.

**The Pool Area and the outside grill are not available for Private Event rental and shall remain open to other Patrons and their guests during normal operating hours.**

**Patrons and guests attending a Private Event in the Social Hall may not use the Pool during the event. After the event is concluded, the guest limitations as set forth in the General Swimming Pool Policies shall apply.**

**The Patron renting any portion of the Amenity Center shall be responsible for any**

**and all damage and expenses arising from the event.**

- (2) *Reservations:* Patrons interested in reserving a room must submit to the Amenity Manager a completed Facility Use Application. At the time of approval and where applicable, two (2) checks or money orders (no cash) made out to the *Bartram Springs Community Development District* should be submitted to the Amenity Manager in order to reserve the room. One (1) check should be in the amount of the room rental fee. One (1) check should be in the amount of Three Hundred Dollars (\$300.00) as a deposit. The third (3) check should be made out to GMS for the cost of the staffing fee. The Amenity Manager will review the Facility Use Application on a case-by-case basis and has the authority to reasonably deny a request. Denial of a request may be appealed to the District's Board of Supervisors for consideration.
- (3) *Staffing:* During the Amenity Center's operating hours, 1) all private events, regardless of the number of participants, shall require one additional Amenity Center Staff member; 2) private events with fifty (50) or more participants may, in the manager's sole discretion, require a second additional Amenity Center Staff member. Renters shall be obligated to pay staffing rates directly to the District's management company. There shall be no private events while the Amenity Center is closed.
- (4) *Deposit:* As stated above and where applicable, deposit in the amount of Three Hundred Dollars (\$300.00) is required by the time the reservation is approved. To receive a full refund of the deposit, the following must be completed (the following must also be completed for any Patrons renting the Club Suite after operating hours):
- Ensure that all garbage is removed and placed in the dumpster.
  - Remove all displays, favors or remnants of the event.
  - Restore the furniture and other items to their original position.
  - Wipe off counters, table tops and sink area.
  - Replace garbage liner.
  - Clean out and wipe down the refrigerator, and all cabinets and appliances used.
  - Ensure that no damage has occurred to the Amenity Center and its property.

If additional cleaning is required, the Patron reserving the room will be liable for any expenses incurred by the District to hire an outside cleaning contractor. The Amenity Manager in their sole discretion shall determine the amount of deposit to return, if any.

Deposit checks will be returned only to the Patron who completed the Facility Use Application or to a party designated in writing on the Facility Use Application. Photo identification shall be required for the return of deposit checks.

- (5) *General Policies:*
- Gazebo rental hours will be based on season and are subject to change by Amenity Center Staff. All parties are to be set up and clean up within the four hour time

- period.
- No decorations may be affixed to the walls, doors or any fixtures.
- Patrons are responsible for ensuring that their guests adhere to the policies set forth herein.
- The volume of live or recorded music must not violate applicable Duval County noise ordinances.
- No glass, breakable items or alcohol are permitted in or around the Pool Area.
- Event Liability coverage may be required, even in the absence of alcohol service, on a case by case basis in the sole discretion of the Board of Supervisors.
- No outside vendors without prior notification and submitting a Certificate of Insurance with the Rental Agreement Form. Manager will review and can use discretion when approving vendors on District property.
- Removal of furniture from designated rooms is strictly prohibited.

(6) *Alcohol Policy;*

- Patrons intending to serve alcohol at a rented facility must so indicate on the Facility Use Application. Any Patron who does not so indicate at the time the application is submitted shall not be permitted to serve alcohol.
- Event Liability insurance coverage in the following amounts will be required for all events that are approved to serve alcoholic beverages:
  - Property Damage in the amount of Two Hundred Fifty Thousand Dollars (\$250,000).
  - Personal Injury in the amount of One Million Dollars (\$1,000,000).
  - The District, the Board, and District staff and consultants are to be named on these policies as additional insureds.
- Patrons serving alcohol to other Patrons or guests shall agree to indemnify and hold harmless the District, Amenity Services Group and their Supervisors, officers, directors, consultants and staff from any and all liability, claims, actions, suits, or demands by any person, corporation or other entity, for injuries, death property damage of any nature, arising out of, or in connection with, the service of alcohol. Patrons agree that such indemnification shall not constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Fla. Stat.
- Patrons must hire a certified bartender to dispense alcohol.
- If Patrons or guests serve or consume alcohol in the rented facility in violation of this policy, the District may stop the event and eject Patrons and guests from the rented facility.

### **SUSPENSION AND TERMINATION OF PRIVILEGES**

- (1) Privileges at the Amenity Center can be subject to suspension or termination by the Board of Supervisors or an appointee thereof if a Patron:
- Submits false information on the application for an Access Card or Guest Card.
  - Permits unauthorized use of an Access Card or Guest Card.

- Exhibits unsatisfactory behavior, deportment or appearance.
  - Violates any provision of the Policies.
  - Treats the personnel or employees of the facilities in an unreasonable or abusive manner.
  - Engages in conduct that is improper or likely to endanger the welfare, safety or reputation of the Amenity Center or its management.
  - Fails to pay fees owed to the District in a proper and timely manner.
  - Damages or destroys District property.
- (2) The District shall follow the following process for suspending or terminating the Amenity Center privileges of a Patron or a Patron's family member or guest:
- a. First Offense: Verbal and Written warning by Amenity Center Staff and Suspension from the Amenity Center for the remainder of the day on which the violation occurs.
  - b. Second Offense: Automatic suspension of all Amenity Center privileges for one (1) week from the commencement of the suspension, with the preparation by Amenity Center Staff of a written report to be signed by the Patron and filed in the Amenity Center office.
  - c. Third Offense: Suspension of all Amenity Center privileges from the time the violation occurs to the next regular meeting of the Board of Supervisors. At said meeting, the record of all previous offenses will be presented to the Board for recommendation of termination of the Patron's privileges for one (1) calendar year. The length of the suspension is in the discretion of the Board and may be for less than one year.
- (3) Each offense shall expire one (1) year after such offense was committed, at which time the number of offenses on record for the Patron or Patron's family member or guest shall be reduced by one (1). For example, if a Patron commits a first offense on February 1 and a second offense on August 1, the Patron will have two (2) offenses on record until February 1 of the following year, at which time the first offense will expire and the second offense will thereafter be considered a first offense until it expires on the following August 1. The provisions of this Paragraph 3 shall not at any time serve to reduce any suspensions or terminations pursuant to Paragraph 2.c, above or Paragraph 4, below, which may have been imposed prior to the expiration of any offenses.
- (4) Notwithstanding the foregoing, any time a Patron, or Patron's family member or guest, is arrested for an act committed, or allegedly committed, while on the premises of the Amenity Center, or violates the Policies in a manner that, in the discretion of the Amenity Center Staff upon consultation with one (1) Board member, justifies suspension beyond the guidelines set forth above, such Patron shall have all amenity privileges immediately suspended until the next Board of Supervisors meeting. At the Board meeting, the Board will be presented with the facts surrounding the arrest or violation and the Board may make a

recommendation of suspension or termination of the Patron's privileges, which suspension or termination may include members of the Patron's household.

- (5) Any suspension or termination of Amenity Center privileges may be appealed to the Board of Supervisors for reversal or reduction. The Board's decision on appeal shall be final.

#### **PROPERTY DAMAGE**

Each Patron shall be liable for any property damage at the Amenity Facilities caused by him or her, his or her Guests, or members of his or her Family. The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses due to property damage.

Each Patron and Guest, as a condition of invitation to the Amenity Facilities, assumes sole responsibility for his or her property. The District shall not be responsible for the loss or damage to any private property used or stored at the Amenity Facilities, whether in lockers or elsewhere.

#### **USE AT OWN RISK; INDEMNIFICATION**

**Any Patron, Guest, or other person who participates in the Activities (as defined below), shall do so at his or her own risk, and shall indemnify, defend, release, hold harmless, and forever discharge the District and its contractors, and the present, former, and future supervisors, staff, officers, employees, representatives, agents, and contractors of each (together, "Indemnitees"), for any and all liability, claims, lawsuits, actions, suits or demands, whether known or unknown, in law or equity, by any individual of any age, or any corporation or other entity, for any and all loss, injury, damage, theft, real or personal property damage, expenses (including attorney's fees, costs and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings), and harm of any kind or nature arising out of, or in connection with, the participation in the Activities, by said Patron, Guest, or other person, and any of his or her Guests and any members of his or her Family.**

**Should any Patron, Guest, or other person, bring suit against the Indemnitees in connection with the Activities or relating in any way to the Amenities, and fail to obtain judgment therein against the Indemnitees, said Patron, Guest, or other person shall be liable to the District for all attorney's fees, costs, and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings.**

**The waiver of liability contained herein does not apply to any act of intentional, willful or wanton misconduct by the Indemnitees.**

**For purposes of this section, the term "Activities," shall mean the use of or acceptance of the use of the Amenities, or engagement in any contest, game, function, exercise,**

**competition, sport, event, or other activity operated, organized, arranged or sponsored by the District, its contractors or third parties authorized by the District.**

**SOVEREIGN IMMUNITY**

Nothing herein shall constitute or be construed as a waiver of the Districts' limitations on liability contained in Section 768.28, F.S., or other statutes or law.

**SEVERABILITY**

The invalidity or unenforceability of any one or more provisions of these policies shall not affect the validity or enforceability of the remaining provisions, or any part of the policies not held to be invalid or unenforceable.

**AMENDMENTS / WAIVERS**

The Board in its sole discretion may amend these policies from time to time. The Board may also elect in its sole discretion at any time to grant waivers to any of the provisions of these policies.

**The above Policies were amended and adopted by the Bartram Springs Community Development District Board of Supervisors this 12th day of January, 2026.**

\_\_\_\_\_  
**Secretary/Assistant Secretary**

\_\_\_\_\_  
**Chairperson/Vice Chairperson**