

Kipling Estates Homeowners Association

Clubhouse & Amenities Rules

The Clubhouse & Amenities are available to Kipling Estates Homeowners (Owners) and residing members who have **properly registered** with the Clubhouse and are in good standing. Amenities include the pool, fitness center, party room, tennis, pickleball and practice golf range. Good standing constitutes that all association fees and or fines are current, and no unresolved architectural review findings. The Clubhouse & Amenities Rules are governed by all other rules adopted by the Board of Directors as published on the Kipling Estates website located at www.kiplingcommunity.com, who may at their discretion change these rules from time to time.

The following rules are for the protection and benefit of all to ensure the safety and sanitary operation of the Clubhouse & Amenities. Your cooperation in complying with these conditions will afford pleasant relaxation, recreation, and physical activity for all.

Owners are responsible for their residents, tenants, and guests, therefore please make certain that all residents, tenants, and guests are familiar with these Rules and Regulations. If you have any questions regarding any part of these Rules and Regulations, please contact the management company.

Bay Property Management Services, Inc.:

Email: info@baypropertyservices.net
Phone: 708-974-4900
Address: 11019 Front St. Unit 1W, Mokena, IL 60448
Emergency: 708-974-4900
Website: www.baypropertyservices.net

Other HOA Information:

Website: www.kiplingcommunity.com
Email: clubhouse@kiplingcommunity.com
Phone: 815-725-9922
Address: 850 Wynstone Dr, Shorewood, IL 60404

Please note association payments and Single-Family Architectural Request Forms can be found and submitted easily by using your Homeowner Portal at www.portal.baypropertyservices.com.

GENERAL CLUBHOUSE INFORMATION

1. Homeowners, residents, and tenants currently enjoy year-round access to the Clubhouse, available from 5:00 AM to 10:00 PM. This convenient access is provided through the Avigilon Alta App (formerly known as Openpath) keyless entry system.
2. Clubhouse Pool access begins on Memorial Day weekend and continues through Labor Day Weekend. The pool is open daily from 10:00 a.m. to 8:00 p.m.
3. Tennis and Pickleball Court access begins daily from sunup to sundown.
4. The Alta Open keyless entry security system is accessible to every homeowner who is duly registered and maintains a good standing.
 - a. Instructions for downloading the Mobile app are posted on the Home page of the Kipling Estates HOA website at www.kiplingcommunity.com.
 - b. Once the app is downloaded visit the Clubhouse Staff for activation.
 - c. One Owner per household will provide **ONE** email that may be used to authorize multiple credentials for the household: mobile or fast pass (fob). The owner must be present when adding additional residents for clubhouse access. All residents who will be registered for access to the clubhouse must be age 18 or older and have a picture ID on file with the clubhouse office.
 - d. Fobs are limited to 1 per household and should be safeguarded. Kids under the age of 18 are not permitted to use the FOB to access the clubhouse and the amenities unsupervised.
 - e. It is the Owner's responsibility to notify the management company or Clubhouse Staff if a mobile or fast pass (fob) is lost or stolen (to prevent inappropriate usage). Owners agree to pay a \$25.00 replacement fee.
 - f. This access system monitors each Clubhouse entry and tracks usage of the amenities, with the exception of the outdoor amenities. Security is automatically alerted if the system is improperly used or bypassed. Security cameras are in place to protect Homeowner, residents, tenants their guest's additional safety and equipment misuse prevention and may be used to substantiate any occurrence of such.
 - g. It's the Owner's responsibility to register residents and tenants who are 18 years of age or older at their discretion. This must be done in person at the clubhouse office with the registered owner present. All registered owners, residents, and tenants must have a picture ID present when registering.
 - h. Tenants must have an Absentee Owner Statement completed by the owner to give them privileges to clubhouse access and use of amenities. Office staff must be contacted to facilitate this form being completed.
 - i. The Owner, resident, or tenant will not loan or provide access to his/her conditionals to family, friends, etc. Owner must remain with their guest while using the Clubhouse and Amenities.
 - j. Any violation of these rules will be subject to suspension and or fine.
5. Owner Liability for use:
 - a. Use of the Clubhouse and Amenities shall be at the Owner's risk and the Association shall have no liability for any damage or accident resulting from Clubhouse use

- and/or any of the stated Amenities.
- b. Owners are responsible for any damage or improper actions caused to the Clubhouse and Amenities.
 - c. The Association is not liable for any personal injury to the property owners and their residents, tenants, or guests.
6. **Suspension of Right to use:** Suspension of Right to Use: Under Article XI Section 11 of the Associations' Amended and Restated Declaration of Covenants and Restrictions, after notice and opportunity for a hearing. The Board may suspend the Common Amenity usage rights of any Owner who has failed or refused to pay an assessment when due or who violates any conditions, covenants, restrictions, rules, or guidelines noted in the governing documents.
 7. **NO SMOKING or PETS** are allowed in the Clubhouse & Amenities. Smoking is permitted on the West patio, North patio, and Parking lot area.
 8. No wheeled recreational vehicles shall be allowed in the Clubhouse & Amenities. This includes, but is not limited to bicycles, tricycles, scooters, wagons, skateboards, or rollerblades. Only clean footwear, baby strollers or wheelchairs are allowed in the clubhouse or pool area.
 9. Owners and their residents, tenants, and guests using the Clubhouse are expected to respect the property. Furniture and fixtures are to be used according to their intended use. If you notice a piece of equipment, furniture, or fixture in need of repair, please notify the Clubhouse Staff by using the information provided on the 1st page of this document.
 10. Excessive or unsafe behavior is not allowed inside or outside of the Clubhouse & Amenities.
 11. Party Room use is restricted to **RESERVED** Owner, resident, tenant or Association parties, meetings, and events.
 12. Office Staff has the authorization to ask any Owner, resident, tenant, or guest to leave the premises for inappropriate behavior, and will make record of such.
 13. Proper attire is required in all areas of the Clubhouse. Shoes and shirts must always be worn.
 14. **Children under the age of 13 must be accompanied by an adult who is 18 years of age or older AT ALL TIMES, except when using the restroom facilities. Please note that age requirements for children to be unsupervised in the Fitness Center and Pool Area is 18.**

POOL AREA

The following items are meant to provide a pleasant environment for all Homeowners, Residents, Tenants, and Guests and are not intended to replace the IDPH Regulations for Swimming Pool Facilities

1. Hours of operation: daily from 10:00 am until 8:00 pm beginning the Memorial Day weekend through Labor Day weekend as a **NO LIFEGUARD FACILITY (SWIM AT YOUR OWN RISK)**
2. **Persons under 18 years of age must be accompanied and supervised by an Owner, resident, or tenant who is 18 years of age or older at all times in the pool area.**
3. Proper swim attire is required; cut-offs and thong suits are not permitted in the pool or on deck.
4. Lockers are available in the restrooms. All items must be removed daily, as well as locks. Locks that are not removed at the end of the day will be cut off. Staff are not responsible for items left behind.
5. Owners, residents, and tenants are permitted to bring 2 guests and must accompany their guests during the entire use.
6. Babysitters and nannies over the age of 18 are allowed to bring in children of Owners, residents, or tenants. Owners, residents, or tenants must register babysitter and/or nanny before bringing resident children to the pool area.
7. Owners, residents, and tenants are allowed to bring neighboring Association resident children not to exceed five (5). Owners of accompanying resident children must also be current with association dues.
8. The pool will close when the air temperature is below 68 degrees.
9. **No pool parties or pets allowed.**
10. **No alcohol is allowed in the pool area.**
11. **No glass or breakable objects are permitted in the pool area.**
12. Persons having any skin disease, sore or inflamed eyes, cold, nasal or ear discharge, open sores or bandages, or any communicable disease of any kind cannot be admitted.
13. Persons not yet toilet trained must always wear swim diapers when in the pool, or on the pool deck.

14. Showers are available for rinsing off before and after swimming. They are not intended for bathing during off-time swimming.
15. Persons using suntan preparations that leave a greasy or oily substance on their skin must shower and remove these substances before entering the pool.
16. **No tossing balls across the pool or to anyone in the pool.**
17. **No water guns or dispensers are permitted in the pool area.**
18. **No diving into the pool.**
19. **No running, pushing, rough play, or profane language will be tolerated.**
20. **No innertubes, floats, or rafts are allowed in the pool. Pool Noodles, and inflatables such as swimming aides are allowed.**
21. Radios are permitted on pool deck area if they are battery-operated and equipped with earphones. The only music that may be played without headphones is the music controlled by office staff, which must be maintained at a low volume and on an easy-listening station.
22. Any food brought to the pool should be eaten at the designated tables within the pool area. No food or beverage is permitted while in the pool. To ensure fairness and consideration for all users of the facility, these tables cannot be reserved for later use.
23. All trash must be put in the trash receptacles provided in the designated areas.
24. All persons using the pool must be dry before entering the Clubhouse.

FITNESS CENTER

1. Proper attire is always required while using the Fitness Center. Only suitable athletic shoes and sports attire are to be worn while using the equipment. Shirts are to be always worn, and street shoes are not permitted.
2. Beginning each November 1st through March 1st, suitable, DRY, shoes are to be brought to the Clubhouse and worn when entering the Fitness Center. Shoes are to be changed in the restroom; street shoes can be stored on mats in the entryway or in the restroom lockers.
3. Wet bathing suits, clothing, and/or footwear are prohibited in the Fitness Center.
4. Persons under the age of 16 are not permitted to enter or use the Fitness Center. Persons ages 16 and 17 must be accompanied by a parent or guardian.
5. Owners, residents, and tenants are limited to 2 guests at any one time. Owners, residents, and tenants must always accompany and remain with their guests.
6. All equipment is first come first used and may not be reserved. As a courtesy to those waiting, please limit yourself to 30 minutes per machine. You may use the machines longer if there's no one waiting.
7. Be courteous to fellow gym users and their guests by muting phone, limiting phone conversations, or exiting the lobby when on a call.
8. Glass items (bottles, cups, etc.) **are prohibited**. Food and Beverages, except for bottled water, should be consumed in other areas of the Clubhouse.
9. Leave the Fitness Center area as you found it. REPLACE ALL WEIGHTS to the designated wall unit.
10. Machines (seats, handles, etc.) must be wiped down after use with the sanitizing wipes provided.

CLUBHOUSE PARTY ROOM

1. Party Room use is restricted to **RESERVED** Owner, resident, tenant, or Association parties, meetings, and events only.
2. Reservations may be scheduled by submitting a completed, signed party reservation form and payment to the Clubhouse Office Staff. Owners, residents, and tenants may reserve the Clubhouse party room on a first come first served basis. Clubhouse Reservation Applications are posted to the Kipling Estates website at www.kiplingcommunity.com or by visiting the Clubhouse during Staff hours.
3. Use of the Party Room is governed by the signed and staff-authorized Clubhouse Reservation Application.
4. The refrigerator and microwave are available to only the above-reserved purposes, and staff.

TENNIS/PICKLEBALL COURT

1. Hours of operation: daily from sunup to sundown beginning April 1st through November 1st each year.
2. Proper tennis attire and shoes are required. Street shoes and swimming suits are not permitted.
3. Owners, residents, tenants, and guests ages 13 and older may use the equipment without supervision. Persons under 13 years of age must always be accompanied by an adult.
4. Owners, residents, and tenants are limited to 3 guests at any one time.
5. Tennis court gates will remain open during the hours of operation.
6. There is a one-hour limitation on the tennis court. You may continue to use the court if no one is waiting to play