

2023 AMENDMENT AND RESTATEMENT TO THE 2017 BY-LAWS OF SUGARWOOD HOMEOWNERS ASSOCIATION, INC.

This amendment and restatement to the 2017 BY-LAWS OF SUGARWOOD HOMEOWNERS ASSOCIATION, INC., as well as the attached Sugarwood Homeowners Association Pool Rules and Sugarwood Homeowners Association Pool Recreation Area General Rules incorporated by reference, which shall be known as the "2023 Amendment and Restatement", was approved by a resolution of the Sugarwood Homeowners Association 2023 Board of Directors, is effective upon ratification by the Sugarwood Homeowners Association members at the next annual meeting of the members on January 13, 2024.

ARTICLE I NAME, LOCATION AND DESCRIPTION OF PREMISES

SUGARWOOD HOMEOWNERS ASSOCIATION, INC., a Non-Profit Corporation organized and existing under the laws of the STATE OF TENNESSEE, with its principal office address at P.O. Box 22702, Farragut, Tennessee 37933. The name of the corporation is SUGARWOOD HOMEOWNERS ASSOCIATION, INC., hereinafter referred to as the "Association".

ARTICLE II DEFINITIONS

Section 1. "Association" shall mean and refer to Sugarwood Homeowners Association, Inc., its successors, and assigns.

Section 2. "Properties" shall mean and refer to that certain real property described in the Declaration of Covenants, Conditions and Restrictions for Sugarwood.

Section 3. "Common Properties" shall mean and refer to all real and personal property now or hereafter owned by the Association for the common use and enjoyment of the Owners and all other property designated by the Association for the common use and enjoyment of the Owners, including but not limited to recreation parks, playgrounds, swimming pools, commons, streets, and footways, including buildings, structures, and personal properties incident thereto, and other recreational amenities, lawns, green space, and other open areas, and easement areas.

Section 4. "Lot" shall mean and refer to any plot of land shown upon any recorded subdivision map of the Properties with the exception of the Common Area.

Section 5. "Owner" shall mean and refer to the recorded owner, whether one or more persons or entities of the fee simple title to any Lot but excluding those having such interest merely as security for the performance of any obligation.

Section 6. "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restriction for Sugarwood Subdivision, as amended, applicable to the Properties recorded in the Office of the Register of Deeds for Knox County, Tennessee¹.

¹ Instrument Number 200710240034003 recorded 10/24/2007.

Section 7. "Member" shall mean and refer to those Persons entitled to membership in the Association as provided in the Declaration.

Section 8. "Eligible voting member" shall mean and refer to members who are current in payment of dues and assessments.

ARTICLE III MEETING OF MEMBERS

Section 1. Annual Meetings. The regular annual meeting of the members shall be held on the second Saturday of January in each year, or in case such a day is a legal holiday, on another day in January that the Board may choose. Written or printed notice stating the place, day, and hour of such meeting shall be emailed or mailed by the Secretary at least ten (10) days before such meeting to each member, to his last known email address or postal address, as shown in the books of the Corporation.

Section 2. Special Meetings. Special meeting of the members may be called by the President, Board of Directors, or two thirds (2/3) of the members on ten (10) days' notice, stating the purpose of the meeting.

Section 3. Notice of Meetings.

- (a) Written notice of each meeting of the members shall be given by, or at the direction of, the secretary or person authorized to call the meeting, by email or postal delivery of a copy of such notice at least 10 days but not more than 30 days before such meeting to each member entitled to vote thereat, addressed to the members' email address or postal address last appearing on the books of the Association, or supplied by such member to the Association for the purpose of notice. Such notice shall specify the place, day, and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting. All items to be voted on at the SHA Annual Meeting must be placed on the agenda.
- (b) All agenda items to be voted on are to be included with the aforementioned Notice of Annual Meeting.
 - ii) A member can request that the Board place an item on the Agenda, subject to Board approval.
 - iii) A member can also have an item placed on the Agenda without Board approval with the support and signatures of 10% of SHA members in good standing. Without Board approval, a member can only support adding two items to the Agenda for any year's Annual Meeting.
 - iv) All requests from members for an item to be placed on the Agenda for the January Annual Meeting must be submitted to the Board by November 1st of each year.

Section 4. Quorum. The presence at the meeting of members entitled to vote, or of proxies entitled to vote ten percent (10%) of all votes of the members shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these by-Laws. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum as aforesaid shall be present or be represented.

Section 5. Voting in Person or by Proxies. At all meetings of members, each member may vote in person or by proxy. When more than one Person holds an interest in any Lot, all such Persons shall be members of the Association, but the Lot shall have only one (1) vote, to be exercised as such Persons among themselves determine.

A proxy is not a ballot. A current SHA member in good standing may vote at membership meetings by either attending the meeting and casting his(her) vote in person or authorizing a proxy to another SHA member in good standing who attends the meeting to cast a vote on behalf of the member granting the proxy. A proxy can be general, directed, or a combination of both as explained below.

- a) General – A member grants authority to a Proxy Holder to cast votes on behalf of the member on one or more matters any way the Proxy Holder chooses.
- b) Directed – A member grants authority to a Proxy Holder to cast votes on behalf of the member as specifically as directed by the member for or against one or more matters. It is the responsibility of the Proxy Holder to vote as instructed by the member granting the proxy.
- c) Combination – A member grants authority to a Proxy Holder to cast votes on behalf of the member as specifically as directed by the member for or against one or more matters, and any way the Proxy Holder chooses on other matters.

A Proxy Holder can hold and/or exercise up to, but not more than, five (5) proxies at any single members meeting.

While it is not the responsibility of the SHA BOD to ensure that a proxy holder casts the vote(s) as instructed by the member, the BOD may review the proxies and ballot(s) to confirm that proxy holder was authorized to and casts the vote(s) as instructed by the member to validate the vote(s).

All proxies shall be in writing, filed with and received by the Secretary, not later than forty-eight hours (48) hours before the Annual Meeting, for proper validation and accountability. Every proxy shall be revocable and shall automatically expire upon the earlier of the day following the date of the Annual Meeting or the conveyance by the member of his lot.

- 1) Where a member chooses to email this proxy, it must be sent directly from the member's email address to SugarwoodBoard@Sugarwood.org for validation.
- 2) Where a member chooses to use the USPS to mail their proxy, the member's return address must be on the envelope for validation and be addressed to Secretary - Sugarwood Homeowners Association P.O. Box 22702, Farragut, TN 37933.
- 3) Where a member chose to hand deliver their proxy to the Secretary or another current SHA board member, the member's signature shall be on the proxy.

ARTICLE IV BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE

Section 1. Number. The affairs of this Association shall be managed by a Board of not less than five (5) or more than seven (7) directors, who shall be eligible voting members of the Association who have assented to the Declaration or accepted a deed for a Lot after the Declaration was recorded and are residents of Sugarwood. The Board shall determine the number of directors to be elected at the annual meeting.

Section 2. Term of Office. The Associations' best interest is for directors to be elected to the Board for staggered terms. To that end annual elections of directors will be for terms with the Associations' best interest. The term of office for directors to be elected will be established by the Board of Directors before each annual meeting and set forth in the Notice of Annual meeting provided to the owners.

Section 3. Removal. Any director may be removed from the Board, with or without cause, by a majority of the eligible votes of the members at a special meeting of the Association. In the event of death, resignation or removal of a director, his successor shall be appointed by the remaining members of the Board and shall serve the unexpired term.

Section 4. Compensation. No director shall receive compensation for any service he may render to the Association in his capacity as a director. However, any director may be reimbursed for the actual expenses incurred in the performance of his duties.

Section 5. Action Taken Without a Meeting. The directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the directors consistent with the Declaration and Bylaws. Any action so approved shall have the same effect as though taken at a meeting of a quorum of the directors (including electronic communication).

ARTICLE V NOMINATION AND ELECTION OF DIRECTORS

Section 1. Nomination. Nomination for the election of the Board of Directors may be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating Committee shall consist of a Chairman, who shall be member of the Board of Directors, and two or more eligible voting members of the Association. The Nominating Committee shall be appointed by the Board of Directors prior to each annual meeting of the members, to serve until the next annual meeting. The Nominating Committee shall make as many nominations as it shall in its sole discretion determine, but not less than the number of vacancies to be filled at the next annual meeting. All nominations shall be made from among eligible voting members who have assented to the Declaration or accepted a deed for a Lot after the Declaration was recorded, and who are residents of Sugarwood Subdivision.

Section 2. Election. Election to the Board of Directors shall be by written ballot. At such an election, the eligible voting members and their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

ARTICLE VI MEETING OF DIRECTORS

Section 1. Regular Meetings. Regular meetings of the Board of Directors shall be held monthly, at such place within the State of Tennessee, County of Knox, Town of Farragut, and at such time as may be designated by the Board of Directors. Notice of the place and time of each regular meeting of the Board of Directors will be published to the members at least five days (5) before the meeting.

Section 2. Special Meetings. Special meetings of the Board of Directors may be called by the President of the Board, or by any two directors, after not less than five (5) days' notice to each director.

Section 3. Quorum. A majority of the directors shall constitute a quorum for the transaction of business. Every act or decision voted on by a majority of the directors present at a duly called meeting at which a quorum is present shall be regarded as the act or decision of the Board.

ARTICLE VII POWERS, DUTIES AND RESTRICTIONS OF THE BOARD OF DIRECTORS

Section 1. Powers. The Board of Directors shall have power to:

(a) adopt and publish rules and regulations governing the use of the Common Area and facilities, and the personal conduct of the members and their guests thereon, and to establish penalties for the infraction thereof; the Sugarwood Homeowners Association Pool Rules and Sugarwood Homeowners Association Pool Recreation Rules are incorporated herein by reference thereto,

(b) Suspend the voting rights and right to use the recreational facilities of a member without notice and hearing during any period in which such member shall be in default in the payment of dues or any assessment levied by the Association. Such rights may also be suspended after notice to the member and hearing, for a period not to exceed 60 days for infraction of published rules and regulations;

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(c) exercise for the Association all powers, duties and authority vested in or delegated to the Association and not reserved to the membership by other provisions of these By-Laws, the Articles of Incorporation, or the Declaration;

(d) Declare the office of a director on the Board of Directors to be vacant: if such director shall be absent from three (3) consecutive monthly meetings of the Board of Directors; for cause; resignation; or death.

(e) Employ a manager, or independent contractor, or such other employees as the Board deems necessary, and to prescribe their duties.

(f) Enter into contracts, leases or otherwise to manage, repair, service, or modify the common areas including recreational area and open space or replace facilities and equipment locate thereon.

(g) Establish standing and special committees and appoint committee chair as needed to manage the affairs of the Association.

(h) Resolve to amend the bylaws of the Association effective upon ratification by the Sugarwood Homeowners Association members at any regular or special meeting.

Section 2. Duties. It shall be the duty of the Board of Directors to:

(a) keep a complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the members, or at any special meeting when such statement is requested in writing by a majority of the members who are entitled to vote;

(b) supervise all officers, committees, agents, and employees of this Association, and to see that their duties are properly performed;

(c) Cause the annual budget to be prepared at least thirty (30) days prior to the annual meeting. Set the amount of the annual assessment against each Lot at least ten (10) days in advance of each annual assessment period; and

(d) send written notice of each assessment to every Owner subject thereto at least ten (10) days in advance of each annual assessment period; and

(e) file a lien against any property for which assessments are not paid within thirty (30) days after due date, and/ or to bring an action at law against the owner personally obligated to pay the same;

(f) Issue, upon demand by any owner, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If any certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;

(g) purchase and maintain adequate liability and hazard insurance on property owned by the Association, and directors, officers, and duly appointed committee members;

(h) require all officers or employees having fiscal responsibilities to be bonded, as the Board deems appropriate;

(i) cause all Common Areas and improvements thereon to be reasonably maintained; repaired; replaced; managed; and

(j) Managing affairs in the best interest of the Association.

Section 3. Restrictions

SHA officers and directors are not to accept material gifts, services, meals, entertainment, or any other considerations of value from any person or company with which the Association has a contract or is doing business.

ARTICLE VIII OFFICERS AND THEIR DUTIES

Section 1. Enumeration of Offices. The officers of this Association shall be president, vice-president and secretary, and treasurer, who shall be active members of the Board of Directors.

Section 2. Election of Officers. The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the Association.

Section 3. Term. The officers of this Association shall be elected annually by the Board, and each shall hold office for one (1) year unless he shall sooner resign, or shall be removed, or otherwise become disqualified to serve.

Section 4. Special Appointments. The Board may elect such other officers or committee chairs as the affairs of the Association may require, each of whom shall hold office or chair committees for such period, have such authority, and perform such duties as the Board may, from time to time, determine.

Section 5. Resignation and Removal. Any officer or committee chair may be removed from office for cause by the Board. Any officer or committee chair may resign at any time giving written notice to the Board, the president, or the secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 6. Vacancies. A vacancy in any office or committee may be filled by appointment by the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer or committee member he replaces.

Section 7. Multiple Offices. The offices of secretary and treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices or committees created pursuant to Section 4 of this Article.

Section 8. Duties. The duties of the officers are as follows:

(a) **President** - the president shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are conducted; shall sign all leases, mortgages, deeds, and other written instruments and shall co-sign all promissory notes.

(b) **Vice President** - the vice president shall act in the place and stead of the president in the event of his absence, inability, or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board.

(c) **Secretary** - the secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; serve notice of meetings of the Board and of the members; keep appropriate current records showing the members of the Association together with their addresses, maintain the Association and corporate documents, and shall perform such other duties as required by the Board or the office of the secretary.

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(d) **Treasurer** - the treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of or otherwise approved by the Board of Directors; shall sign all promissory notes of the Association; keep proper books of account; if requested by the President, two Board members, or two thirds (2/3) of the members of the Association eligible to vote, cause an annual audit of the Association books to be made by a public accountant at the completion of that fiscal year; and shall prepare an annual budget and statement of income and expenditures to be presented to the membership at its regular annual meeting, and deliver a copy of each to the members.

ARTICLE IX BOOKS AND RECORDS

The books, records and papers of the Association shall at all times, during reasonable business hours, be subject to review by any eligible voting Association member. The Declaration, the Articles of Incorporation and the By-Laws of the Association shall be available for review by any such members at the principal office of the Association, where copies may be purchased at reasonable cost.

ARTICLE X ASSESSMENTS

Consistent with the Declaration, every Lot Owner who assented to the Declaration or accepted a deed for a Lot after the Declaration was recorded, whether or not it was so expressed in such deed, is deemed to covenant and agree to pay to the Association annual dues and special assessments, which if unpaid are subject to being secured by a continuing lien upon the property against which the assessment is made. Any assessments not paid within thirty days of the due date shall be delinquent. Delinquent dues and assessments shall bear interest from the date of delinquency at the rate of 10 percent per annum. The Board of Directors may cause a lien to be filed against the owner's lot until paid, may hire counsel to the filed lien and cause the sale of the property to pay said lien. All liens will include the delinquent amount, accrued interest, litigation expenses and costs, and attorney fees. Non-use of common areas, recreation facilities, or abandonment of any lot will not affect any owner's obligation to pay dues and special assessments.

ARTICLE XI DESCRIPTION AND USE OF PREMISES

The Association is the owner of certain real property and improvements thereon within the SUGARWOOD Subdivision, in the Town of Farragut, Tennessee, as shown on the map in the Register's Office for Knox County, Tennessee.

The Sugarwood Homeowners Association (SHA) facilities and common areas are for the use and enjoyment of the Sugarwood residential property owners who are SHA members in good standing, subject to their compliance with the Sugarwood Homeowners Association Pool Rules and Sugarwood Homeowners Association Pool Recreation Area General Rules. No individual or group use is permitted, such as vegetable gardens. The SHA members are to have uninterrupted use of the pool and tennis courts, from the daily opening time until the pool and tennis courts close; such opening and closing times to be determined by the Board of Directors. The pool or tennis courts, in part or whole, cannot be exclusively used for parties, team practice, etc., during this period of time (example: 12:00 noon to 9 p.m.). This does not prevent the pool from being exclusively used in the mornings for swimming practice or water aerobics classes, as determined by the Board of Directors. What is not allowed is, for example, exclusive use of the pool from 4 p.m. to 6 p.m. in part or in its entirety, by any person or groups, thus denying SHA members complete access to their facility. Exceptions to the aforementioned restrictions are one (1) inter-squad practice by the Sugarwood StingRays, three (3) swim meets each year hosted by the Sugarwood StingRays, and two (2) tennis events. The scheduling of these events is subject to SHA Board of Directors approval.

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The SHA prohibits any alcoholic beverages of any kind, illegal drugs, waste, or nuisance on or about the Sugarwood Homeowners Association premises. The SHA does not allow the SHA premises to be used for any unlawful purpose or by any sex offenders (TCA § 40-39-202). The SHA does not allow smoking within the SHA recreation area fences.

**ARTICLE XII
NO CORPORATE SEAL**

The Association shall not have a corporate seal.

**ARTICLE XIII
AMENDMENTS**

Section 1. Consistent with the Declaration of Amended and Unified Restrictions, these By-Laws may be amended by the members, at a regular or special meeting of the members after prior notice to all members of the proposed amendment, by a two-thirds majority (67%) of the votes cast by members, of which a quorum of members is present in person or by proxy.

- (a) All members must be notified 10 days prior to the meeting as to the proposed amendment to the Bylaws. However, the pre-notice provision for items to be voted on does apply.
- (b) Members in good standing may vote in person or by proxy. The voting rights of members shall be as set out in Article III, Section 5 of these Bylaws.

Section 2. In the case of any conflict between the Articles of Incorporation and these By-laws, the Articles shall control; and in the case of any conflict between the Declaration of Amended and Unified Restrictions and these By-Laws, the Declaration shall control.

**ARTICLE XIV
MISCELLANEOUS**

The fiscal year of the Association shall begin on the first day of January and end on the 31st day of December of each calendar year.

**ARTICLE XV
APPROVAL AND EFFECTIVENESS**

This amendment and restatement to the Bylaws, which has been approved by a resolution of the Sugarwood Homeowners Association 2023 Board of Directors, is effective upon ratification by the Sugarwood Homeowners Association members at the next annual meeting of the members on January 13, 2024. All previous Sugarwood Homeowners Association Bylaws and amendments thereto are superseded by these Bylaws.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first above written.

PRESIDENT

SECRETARY



Authorized Signature



Authorized Signature

T. G. Phillips, President
Print Name and Title

Jessica Clark, Secretary
Print Name and Title

SUGARWOOD HOMEOWNERS' ASSOCIATION SUGARWOOD RECREATION AREA GENERAL RULES

1. Use of the SUGARWOOD Recreation Area is restricted to SUGARWOOD Homeowners Association (SHA) Members and their guests.
 - SHA Members are permitted to bring up to 5 guests (not counting children under two years of age), per membership family.
 - SHA Members wanting to host more than 5 guests at any one time, must use the “SUGARWOOD Homeowners Association Recreation Reservation Form”, which is subject to prior approval by the BOD.
 - SHA Members must accompany their guest(s) at all times.
2. All safety rules and facility policy must be adhered to and are subject to change by the Board of Directors (BOD) as needed. SHA Member’s right to use the recreational facilities may be suspended for infractions of these published rules and regulations by members and/or their guests.
3. The general Recreation Area is open year-round **8:00 A.M. to 10:00 P.M.**
 - Pool season is from late May to early September within the above Recreation Area hours.
 - Pool operation hours published annually are subject to change as determined by the BOD.
4. All areas, facility, structures, and equipment are the sole property of the SHA and are available to all current paid SHA members, in good standing, on a **first come – first serve basis.**
 - Refer to the “SUGARWOOD Homeowners Association Recreation Reservation Form” for requirements and details to reserve available amenities.
 - Reservations, upon approval, are intended to ensure a SHA Member usage of amenities, if available, but do not grant exclusive use that another SHA Member may not be able to share.
 - Larger parties, coordinated events and approved organization groups **MUST** utilize the Reservation Form, which are subject to approval by the BOD.
 - Events/gatherings larger than 20 persons **MUST** use the **Outside Pavilion.**
5. Tennis Courts are intended for tennis use only with proper shoes and equipment required.
 - The court lights are for tennis play use, not as backlighting for other activities, and are active June to September 8:00 P.M. to 10:15 P.M.
 - The court lights are generally reset at 5:30 P.M. to 10:15 P.M. for the balance of the year.
6. The Multipurpose Court is laid out for basketball, volleyball, badminton, four square and shuffleboard to which all equipment is available to be checked out.
 - Skates, skateboards & scooters of all types prohibited on the Multipurpose Court.
 - Horseshoes must be checked out by adults for play.
7. The swing set should be used properly and no horse play on swings allowed.
8. Fire Pit may be used upon request.
 - The cover/snuffer to the fire pit shall remain in place on top when pit is not in use.
 - Upon request, proper wood will be supplied by SHA for the requested burn.
 - **ONLY WOOD** supplied by SHA shall be burned. **NO** other combustible,

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such as native land material, cardboard, food containers, trash or construction debris is allowed.

- No fire shall be started or added to after 8:00 P.M. and all fires must be extinguished by 10:00 P.M. either by snuffer lid (preferred method) or potable water.
9. NO ALCOHOLIC BEVERAGES OR NON-PRESCRIPTION DRUGS ARE ALLOWED AT ANY TIME.
 10. NO SMOKING or use smokeless tobacco products of any kind, to include but not limited to cigarettes, cigars, pipes, vaporizers & electronic cigarettes, or other electronic smoking devices. This NO SMOKING rule is applicable under structures such as the pavilions and inside the fenced recreational areas. Please be considerate to others around you when smoking in other areas.
 11. The SHA Recreation Area is under constant monitoring and recording by electronic surveillance.
 12. SHA Members using SHA property are fully responsible for any and all damages to SHA property that they or their guest cause to the SHA recreational areas, facilities, structures, equipment, property, etc. and shall be held accountable for compliance with SHA safety rules and facility policy.
 - SHA and BOD shall pursue any and all remedies including fees incurred, if necessary, to the extent allowable by law for any violation and/or recoverable issue arising from abuse of SHA property or non-compliance with SHA rules and regulations by members and/or their guests.
 13. The recreation areas, facilities, structures, and equipment are **“USE AT YOUR OWN RISK”** and SHA Members and their guests shall hold SHA and its Members harmless of any liability issues or claims resulting from their use of any and all portions thereof.

**THE RECREATION AREA SHOULD BE A SAFE & FUN PLACE FOR
EVERYONE! PLEASE DO NOT DISTURB OR ANNOY THE ADJACENT
RESIDENT HOUSEHOLDS THROUGH ABUSE OR DISREGARD TO THE
RULES AND POLICIES.**

Pool Phone #865-966-9151

Pool and Recreation Area Address: 12137 Butternut Circle

SUGARWOOD HOMEOWNERS' ASSOCIATION POOL RULES

Pool Phone #865-966-9151 Pool Address: 12137 Butternut Circle

1. Use of the Sugarwood Recreation Area is restricted to Sugarwood Homeowners Association (SHA) Members and their guests, and SHA Non-Resident Associate Members and their guests. These rules are intended to ensure a safe and fun place for all members and their guests!
2. **SHA Members are permitted to bring up to 5 guests** (not counting children under two years of age), per membership family. SHA Members wanting to host more than 5 guests at any one time, must use the "Sugarwood Homeowners Association Recreation Reservation Form", which is subject to prior approval by the BOD. SHA Members must accompany their guest(s) at all times.
3. Access to the pool area is by use of the member's Key Card. Immediately upon entering the pool area, SHA Members **MUST** sign the register located at the pool entrance, and record the names of guests, who are to remit the guest fee.
4. A Waiver of Liability, Assumption of Risk, and Indemnity Agreement is required of all persons using the pool, including guests.
5. **Swimsuits must be worn in the pool at all times. No street clothing**, including cut-offs are permitted in the pool.
6. **Baby Pool** Children over the age of eight (8) are not permitted in the baby pool. Children in the baby pool are required to be attended by an adult at all times. Children who are not potty trained must wear swim diapers in the pool. Cloth or regular disposable diapers are **NOT** allowed.
7. **If there is not a lifeguard on duty, minors under the age of eighteen must be accompanied by an adult SHA member.**
8. **If there is a lifeguard on duty, children under thirteen (13) years of age must be accompanied by an adult SHA member.** Children 13 years of age and older that demonstrate their swimming ability to the lifeguard on duty may be allowed to swim unaccompanied by an adult SHA member parent/guardian. SHA Parents/Guardians assume all responsibilities/damages for the actions of their unaccompanied children.
9. **No running, jumping, or horseplay is permitted within the pool area.**
10. SHA Members or guests are not permitted on the lane lines, ropes, and the lifeguard stand.
11. **General pool toys**, but **NOT RAFTS**, are allowed as long as they are used properly and do not impair visibility to the bottom of the pool. The lifeguard on duty is authorized to determine if a pool toy, float, or other aquatic item may be in the pool.
12. **Diving is restricted to the diving board and deep end of the pool. Flips, twists, or somersaults from the side of the pool are not permitted at any time.** Use ladder in the diving well when board is in use.
13. **Glass and ceramic items are not permitted in the pool area.** Non-alcoholic beverages may be brought into the pool area, if in unbreakable, disposable containers (discard empty container in the trash can before leaving the recreation area.

14. **NO ALCOHOLIC BEVERAGES OR NON-PRESCRIPTION DRUGS ARE ALLOWED AT ANY TIME on or about the SHA premises.**
15. **NO SMOKING or use of smokeless tobacco products of any kind, to include, but not limited to cigarettes, cigars, pipes, vaporizers & electronic cigarettes, or other electronic smoking devices.**
16. **Food is not allowed on the pool deck or within 6' of the pool edges.** Please eat in the shelter area and remember to clean up when finished.
17. An “adult swim” (for individuals 18 years of age or older) will take place 10 minutes to the hour on the hour. Upon indication by the Lifeguards that it is time for the “Adult Swim”, **ALL** persons under the age of 18 will be required to exit the swimming pool.
18. **Lifeguards** have the responsibility and authority to require **ANY PERSON** to “sit out” for **discipline infractions of the Pool Rules or other unsafe/unruly conduct. Please do not distract the lifeguards or handle the rescue equipment, which are there to help ensure the safety of all swimmers.**
19. **Serious and/or repeated infractions** may result in dismissal from the Pool Facility for the remainder of the day and subsequent referral to the SHA Board of Directors for immediate resolution. **Disciplinary actions may include, but not limited to, revocation of Key Card access privileges to the Sugarwood Pool and other Recreational Facilities.**