



RULES AND REGULATIONS

Santa Ynez Recreational Center

Updated 2021

I. DEFINED TERMS

SYRC:	Santa Ynez Recreational Center, Inc., a California non-profit mutual benefit corporation formed to manage the Rec Center Property and related affairs. SYRC is a common interest development.
Rec Center Property:	The physical property located at 17005 Palisades Circle in Pacific Palisades, California that serves as a recreational facility for the members of the SYRC.
SYRC Rules:	Rules and Regulations of the Santa Ynez Recreational Center.
Associations:	The group of homeowners associations known as Santa Ynez Homeowners Association, Palisades Homeowners Association, and Palisades Homeowners Association 2.
Home:	An individual house or condominium unit owned by a Member that is within the Associations.
Member:	Any owner of record of the Associations.
Immediate Family:	A spouse, domestic partner, parent, step-parent, child, child-in-law, step-child, sibling, grandparent, grandchild, or any person living in a Member's Home who has a relationship with the Member that is substantially similar to that of a family member, together with their domestic servants, who maintain a common household in a Home.
Occupants:	A visiting Immediate Family member who may or may not reside in the Member's Home, or a Member's tenants or contract purchasers who reside in the Member's Home.
Guests:	Non-immediate family members, visitors, houseguests, cohabitants, invitees, unregistered Occupants and other non-permanent residents.
Visitors:	Members and their Immediate Family, Occupants and Guests.
Governing Documents:	SYRC's CC&Rs , Bylaws and/or Rules and Policies.



- Board:** A group of five directors, each of whom is a Member of the SYRC, who together bear ultimate responsibility for management of the SYRC, its assets and services.
- SYRC Staff:** An SYRC Director employed by the SYRC, together with 4-6 staff members that he/she oversees, who are responsible for managing the SYRC's daily operations.
- Property Manager:** A property management company or individual employed by the SYRC to handle the SYRC's financial affairs and assist with the day-to-day affairs of the SYRC.

II. PREAMBLE

The following Rules and Regulations have been adopted by the Board of the Santa Ynez Recreational Center association, in accordance with the authority granted in Sections 1357.100 *et seq.* of the California Civil Code. The SYRC is the owner and operator of the Rec Center Property.

These Rules and Regulations are intended to protect the health, safety and welfare of all Visitors, and to preserve the Rec Center Property. Each Visitor's cooperation in supporting not only the letter but also the spirit of these SYRC Rules will contribute significantly to each Visitor's enjoyment of the Rec Center as well as the protection of the rights and privileges of all.

Certain capitalized terms utilized in these SYRC Rules are as defined in the SYRC's Governing Documents. The provisions of these SYRC Rules are binding upon all Members and their Occupants and Guests, and each Member is responsible for the compliance of its Occupants and Guests.

These SYRC Rules are intended to supplement the provisions of the Governing Documents. If there is any contradiction between these SYRC Rules and the Governing Documents, the Governing Documents shall prevail.

III. MEMBERSHIP

The Rec Center Property is private and for the exclusive use of Members, Immediate Family Members, and their Occupants and Guests. Immediate Family Members shall be allowed access to the Rec Center Property without being accompanied by the Member. Unless accompanied by the Member, Occupants must be registered with the SYRC prior to using the Rec Center Property. Once registered with the SYRC, an Occupant shall be allowed to access the Rec Center Property without being accompanied by the Member.



Members remain responsible to the SYRC for the acts of their Immediate Family, Occupants and Guests. Absentee Members who have rented or leased their Home do not have the right to use the SYRC facilities while their Home is rented to an Occupant or Occupants.

IV. GUESTS

- Guests must be accompanied by (e.g., remain within eyesight of) their hosting Member or Occupant at all times while using the Rec Center Property.
- Up to four (4) Guests per individual Member or Occupant, or six (6) Guests per Member or Occupant household (the latter requiring two or more individuals from the same household to be present), are allowed on the Rec Center Property at any time.
- Members are responsible for the actions of their Occupants and Guests and any damage they cause to the Rec Center Property.
- Members and Occupants are asked to limit their number of Guests during peak hours so as to not inconvenience other Members.

V. GENERAL RULES & INFORMATION

Card Keys: Access to the Rec Center Property is regulated by electronic card keys, with a limited number provided to each Member. Members are responsible the cost of replacing lost card keys, and may not under any circumstance allow Guests to use a Member's card key without the Member being present.

No Disturbance: No Visitor shall use the Rec Center Property in such a manner as to cause a nuisance, undue noise, or a disturbance. The Board shall be the final arbiter of whether a person's conduct violates the provisions of this paragraph, and the Board's decision shall be final and binding.

Alcohol & Smoking: The Rec Center Property is an alcohol-free and smoke-free facility. Alcoholic beverages are not permitted on the Rec Center Property at any time, including in cups or alternative containers. Visitors drinking of alcohol or consuming drugs on the Rec Center Property will result in expulsion from the property, and possibly suspension or termination of use privileges. Smoking is not permitted on the Rec Center Property at any time, including the parking lot area. Persons who are intoxicated or who appear to be under the influence of alcohol or drugs may not be on the Rec Center Property.

Pets: No pets or any domesticated animals are allowed on the Rec Center Property except service animals as required by law.

Children: All children aged 14 and under must be accompanied by an adult aged 18 years or older at all times, for safety purposes.



Equipment Usage: No piece of equipment can be moved to a different position/location or outside the Rec Center Property at any time.

Instructors: All Member and non-member instructor/trainers must comply with the SYRC Instructor Policy. All non-member instructors must sign a Release of Liability agreement and must submit proof of insurance (in the amount specified in the SYRC rental agreement) with the SYRC as named insured, and are prohibited from entering the Rec Center Property without doing so first. The SYRC assumes no liability for instructors who fail to do so.

Damages to Rec Center: Each Member shall be responsible for all damage caused to the Rec Center Property, or to persons situated in such locations, by the Member, its family members (including but not limited to Member's minor children), Occupants and Guests. If the Board determines that the Member, after being provided a hearing, is responsible for the cost of repair, the Member shall remit the amount due to the SYRC upon receipt of invoice for such cost. If the invoice for excess cost is unpaid within 30 days, the excess cost shall be levied against the Member and his/her separate interest lot at SYRC's development as a special assessment, which can be collected by SYRC in accordance with the provisions of its Governing Documents, Collection Policy and applicable state statute.

Waiver of Liability: Visitors are solely responsible for their own safety when using the Rec Center Property. Neither the SYRC nor its representatives or employees shall not be liable for any injury or damage to persons or property. All persons utilizing the Rec Center Property expressly waive any claims for damage or injury arising from any use of these areas.

Advertising & Marketing: Members may use images of the Rec Center Property and information related to SYRC activities and programs (collectively, "SYRC Marketing Materials") in **advertising for the sale of their Home only**. SYRC Marketing Materials may not be used for any other purpose, including the short- or long-term rental of a Home.

Miscellaneous:

- No person shall alter, modify, improve, or change the appearance of the Rec Center Property.
- No person shall store, place, dump or park any item in the Rec Center Property.
- No person shall alter a Home or the improvements thereon so as to encroach upon, incorporate or usurp Rec Center Property.
- The Rec Center Property shall be used solely for the purpose it is intended and for no other purpose unless previously authorized by the Board in writing.

VI. HOURS OF OPERATION

Registered Members and Occupants may access the Rec Center Property via Key Cards that are activated for specific hours and certain facilities each day, depending upon the time of year.



- “Winter Hours” typically begin the day after Labor Day and extend through Memorial Day.
- “Summer Hours” typically begin the day after Memorial Day and extend through Labor Day.

The following hours of Key Card operation are subject to change without notice:

<u>Key Card Access Area</u>	Key Card Hours of Operation	
	Winter Hours	Summer Hours
• Main Entry	5:00am – 8:45pm	5:00am – 9:45pm
• Clubhouse & Gym	5:00am – 8:45pm	5:00am – 9:45pm
• Pool & Spa Area	5:45am – 8:45pm	5:45am – 9:45pm
• Tennis Courts	8:00am – 8:45pm	8:00am – 9:45pm
• Playground	8:00am – 8:45pm	8:00am – 9:45pm

All Visitors must be off the Rec Center Property by the Closing Times listed above. Visitors are asked to stop usage of the Gym, Pool and Tennis Courts 15 minutes before Closing Time to allow SYRC Staff ample time to clean and secure the facilities.

VII. POOL AND SPA

Main Pool Maximum Occupancy: The maximum occupancy in the Main Swimming Pool at any one time is 132 people.

Wading Pool Maximum Occupancy: The maximum occupancy in the Wading Pool at any one time is fourteen (14) people.

Spa Maximum Occupancy: The maximum occupancy in the Spa at any one time is six (6) people. No more than four (4) guests per Member household may be in the Spa at any time.

Children in Pool Area: For safety purposes, all children ages of 14 and under must be accompanied in the Pool Area at all times by an adult. Children ages of 6 and under must be accompanied in the water by an adult regardless of the use of swimming accessories.

Children in Spa: For safety purposes, children age of 5 and under are **strictly prohibited** from using Spa, and children from the ages of 6 to 13 may use the Spa only if a supervising adult Member accompanies them in the Spa at all times.

Hygiene: All persons must shower prior to using the Pool, Wading Pool, or Spa.

Attire: All persons in the Pool Area must wear swimsuits. No one may use the Pool, Wading Pool or Spa if he or she is dressed in cutoffs, shirts, pants or similar.



No Lifeguard On Duty: There is no lifeguard on duty. Each Member and Occupant is responsible for their own safety and for the safety of his/her children and Guests.

No Glass: No glass containers are allowed in the entire Pool Area.

No Eating: No food or eating is permitted in the Pools or Spa.

No Diapers: Children with diapers (or swim diapers) and who are not “potty trained” are NOT permitted in the main pool or spa.

Medical Conditions: No person with an open sore, infectious skin disease, or other similar medical condition, may enter the Pools or Spa at any time.

Conduct: No dunking or splashing is permitted at any time. Recreational swimming in the lap lane is prohibited when lap swimmers are present. Acts that give the appearance of distress, drowning, or long periods under water are strictly prohibited. No running, jumping, pushing, wrestling or skipping on pool deck is permitted. Fins and flippers must be put on while sitting on the side of the pool or while swimming, and no one may walk on the decks with such fins or flippers.

Lane Lines: No hanging on the lane lines. Visitors who break lane lines will be responsible for their replacement cost.

No Diving: Only front dives or front jumps from the deep end of the Main Pool is permitted. No diving is permitted in the shallow end or off the steps of the Main Pool, and no head first or flip diving is permitted. Diving in the Wading Pool and Spa is entirely prohibited.

Scuba Diving: Scuba diving or the use of diving gear is not permitted in the Pool Area at any time.

No Metal Objects: Coins, or any other metal objects are not permitted in the Pools or Spa.

Hard Boards, etc.: Hard flotation boards such as surfboards, skim boards or boogie boards, with or without fins, are prohibited in the Pool Area.

Skateboards, Etc.: Skateboards, bicycles, rollerblades, roller skates, scooters and similar are prohibited in the Pool Area.

Other Toys and Devices: The SYRC Staff on duty reserves the right to make an on-sight determination of the safety for other items that might not easily be defined hereunder and will apply parameters which are based on pool attendance, supervision and other conditions as seen as relevant to the staff/attendant on duty.



Unexpected Closures: The Pools, Spa and surrounding areas are subject to closure without notice in the event of lightening or thunder forecasts, power outages, loss of water circulation, emergency maintenance, or other similar events. Such closures are at the discretion of the SYRC Staff. Visitors should exit Pool Area immediately upon hearing lightening or thunder and notify SYRC Staff.

VIII. TENNIS COURTS

Reservations:

- Members are only allowed to reserve a court for their use. Members are not allowed to reserve courts on the behalf of another Visitor.
- Tennis court reservations may be made by a Member or Occupant no sooner than 4:00 p.m. for the following day.
- Reservations are forfeited if the Member or Occupant who made the reservation fails to claim the court within 10 minutes after the hour of reservation.
- The Clubhouse clock shall be considered the correct time of reference.
- Reservations are limited to two hours per day for each Member household.
- The Member or Occupant making the reservation must be in attendance on the court that has been reserved for the full duration of the reservation. Members and Occupants may not assign their time to other Visitors.

Ball Machine:

- Members and Occupants must sign in before using the equipment and must ask for the SYRC Staff member on duty to unlock the shed.
- Children ages 13 and under must be accompanied and supervised by an adult while operating the equipment at all times.
- Members and Occupants must be trained how to operate the equipment in order to be permitted to use it. SYRC Staff will provide training if requested.
- It is the responsibility of Members and Occupants to return all balls, the remote control and the equipment to the storage shed when finished.

Lighting: The lights for each court may be turned on only when the court is in use after sunset. Operation of the lights in a vacant court is prohibited.

Attire: Proper tennis attire is required of anyone using the tennis courts. Black soled shoes are prohibited.

Skateboards, Etc.: Skateboards, bicycles, rollerblades, roller skates, scooters and similar are prohibited on the tennis courts and the common areas of SYRC.

Non-Member Instructors: All non-Member instructors must sign a Release of Liability agreement and must submit proof of insurance with the SYRC as named insured, and are



prohibited from entering the Rec Center Property without doing so first. The SYRC assumes no liability for instructors who fail to do so.

Clinics & Group Lessons: Group lessons that include non-Member students/trainees are permitted so long as at least half of the students/trainees are Members or Occupants.

Pickleball: Pickleball may only be played on Tennis Court #3 between the hours of 9:00am and 7:00pm. A Pickleball net will be made available for use by the SYRC Staff upon request. Visitors are required to provide their own paddles and balls.

IX. GYM

Maximum Occupancy: Maximum occupancy in the Gym at any one time is eight (8) people.

Guest Use of Gym: Members and Occupants must accompany their Guests who use the Gym at all times. No more than one Guest per Member is allowed in the Gym, and Guests are allowed on a space available basis only.

Children: For safety purposes, children who are 11 to 14 years old must be accompanied and supervised by a person who is over the age of 18. For safety purposes, all children ages of 10 and under may not enter the Gym at any time.

Assumption of Risk: Each Visitor who uses the Gym equipment does so strictly at his or her own risk. Visitors are responsible for deciding whether to allow their children under the age of 18 to use the Gym. The SYRC and its representatives shall incur no liability by allowing children to use the Gym, and each Member agrees to indemnify, defend and hold harmless the Rec Center and all of its officers, directors, employees, agents and the like (including payment of all attorneys' fees, costs, settlements, and judgments) from any liability for injury or death to the Member, the Member's children, Occupants or Guests from use of the Gym.

Non-member Instructors: All non-Member instructors must sign a Release of Liability agreement and submit proof of insurance with the SYRC as named insured, and are prohibited from entering the using the Gym without doing so first. The SYRC assumes no liability for instructors who fail to do so.

Attire: Persons in the Gym shall wear proper gym attire such as shirts and shoes at all times. A towel is required at all times and perspiration must be dried and wiped from equipment after use.

Time Limits: No person may use any piece of equipment for more than **20 minutes** if another person is waiting to use that equipment.



Santa Ynez Recreational Center

X. PLAYGROUND

- No person under the age of 14 may be in the playground area unless accompanied by an adult.
- Throwing sand, aggressive, or otherwise dangerous behavior, including misuse of the equipment, is strictly prohibited.

XI. POOL TABLE

- Pool balls and cues may be checked out from the SYRC office. The Member or Occupant name on the checkout form will be responsible for any damage to the Pool Table or equipment.
- Children 12 and under must be accompanied/supervised by an adult when near the Pool Table. No children under the age of five (5) are allowed near the Pool Table.
- Maximum play time of 30 minutes per group while others are waiting.
- “Normal” play only – use cues to strike cue ball only (do not use hands or strike colored balls directly).
- Do not place food or drink items on the Pool Table, even when the cover is on.

XII. FACILITY RENTAL

Members and Occupants may reserve the Clubhouse and/or the Pool Area for a single day event of up to four hours involving:

- the exclusive use of the Clubhouse, and/or
- the non-exclusive use of the Pool Area for an Event where the number of Guests exceeds the normal per-Member or per-Household Guest limit anywhere on the Rec Center Property.

Detailed information on facility rentals is available in a downloadable Facility Rental Agreement that can be found on the SYRC website at <http://www.syrccpalisades.org/regulations/>.

XIII. VIOLATIONS AND ENFORCEMENT

Any Member may submit a written complaint to the Board via the Property Manager about a violation of the SYRC Rules by another Member, Occupant or its Guests.

After a Member has been notified of a violation and the violation continues, the Member will be asked to attend a hearing before the Board. At that time, the Member may present



any information or arguments in his or her favor. Whether or not the Member chooses to attend the hearing, the Board will then decide on an appropriate course of action, which may include any or all sanctions referenced in the Governing Documents or available under California law.

The Board empowers the SYRC Staff to determine Visitor compliance with the SYRC Governing Documents and these SYRC Rules. In the event of a problematic situation that exceeds the comfort level of a Staff member, patrol officers from the SYRC's contracted security company may be called for required assistance.

Fine Policy: For a violation of the Governing Documents or these SYRC Rules, the following fines may be imposed on a Member within a 12-month period following a hearing with the Board:

- A first violation will be assessed a fine of up to \$250.00 and/or result in a warning letter.
- A second violation within a 12-month period will be assessed a fine of up to \$500.00.
- A third violation within a 12-month period will be assessed a fine of up to \$750.00.
- A fourth violation within a 12-month period will be assessed a fine of up to \$1,000.00.
- For any subsequent violations within 12-month period, the Member will be assessed a fine up to \$500.00 per violation.
- If any violation is deemed by the Board to be ongoing after the initial day of fining as prescribed above, fines will continue to accrue at the rate of \$100 per day until the violation is cured. The amount of any fine will be at the discretion of the Board and based upon the Board's assessment of the severity of the violation.

Notwithstanding the above, if the Board believes the violation is of a serious nature, it may convene a hearing and impose sanctions and penalties that it deems appropriate in its own discretion.

In addition to or in lieu of monetary fines, the Board may, following a properly-noticed hearing, suspend a Member's and/or its Occupant's privileges to use the SYRC Property for a period of up to thirty (30) days per violation. The suspended Member may also be required to pay an access card reactivation fee of \$100.

Legal action may be taken by the SYRC to enjoin any violation of these SYRC Rules and/or for damages incurred by the SYRC. The prevailing party in any such legal action may be entitled to recover its/his/her or its reasonable attorneys' fees and costs.

The lack of enforcement or notice from the SYRC on any violation herein shall not be deemed a waiver by the Rec Center and shall not preclude or prejudice the SYRC from enforcing subsequent violations.



XIV. MANAGEMENT

Board of Directors: Each of the five SYRC Board directors is elected at an annual meeting of the Members to serve a one-year term. The Board generally meets once a month at a scheduled time and location. All such meetings are open to Members except when the Board convenes in an executive session as permitted by law. Note that Occupants and Guests are not permitted to attend Board meetings, and that all communications with and to the Board should be made through the Member. Notice of each open meeting of the Board is given to all Members by posting notice in the common area, and by sending notice in the mail to any Member who has requested notification of Board meetings by mail. A portion of each open meeting is set aside for questions and comments from Members in attendance.

Current Board information is available on the SYRC website at <http://www.syrccpalisades.org/board-members/>.

Property Manager: The SYRC Property Manager's name and contact information are listed under **Addendum A** below. If a Member or Occupant has questions or problems concerning the day-to-day operations of the SYRC, such communications should be directed to the Property Manager in writing, who will respond directly or forward them to the Board for consideration if deemed necessary. Members and Occupants are not to contact the Board or any of its Directors directly.

Current Property Manager information is available on the SYRC website at <http://www.syrccpalisades.org/property-manager/>

Director and Staff: The SYRC Staff, overseen by the SYRC Director, is responsible for supervising all activities and has full authority to enforce the SYRC Rules. If a Visitor is given instructions by an Staff member, including being asked to leave the Rec Center Property, the Visitor is required to immediately comply. Objections or complaints may be submitted to the Property Manager as provided above.

Note that the SYRC does not have SYRC Staff on duty during all hours of operation. Staffing is assigned to be present during the most active hours and days of operation.

Current SYRC Staff information is available on the SYRC website at <http://www.syrccpalisades.org/staff/>.

Additional information on the SYRC facilities, hours of operation, activities, etc. is available on the SYRC website at <http://www.syrccpalisades.org/syrc-information/>.



XV. ADDENDUM A

PROPERTY MANAGER INFORMATION

LB Property Management

4730 Woodman Avenue, Suite 200

Sherman Oaks, CA 91423

(818) 981-1802

<http://www.lbprop.com>

Account Representative:

Nick Hofmann

nhofmann@lbpm.com