

MURPHY CREEK METROPOLITAN DISTRICT NO 3
2023 Pool Season

Dear Murphy Creek, Metropolitan District Homeowners:

The Murphy Creek Community pool is scheduled to open for the season on Saturday, May 27, 2023, and close on Monday, September 4, 2023. Should the renovations on the clubhouse still be taking place, we kindly ask that you use the appropriate entrance and be advised of any areas blocked off due to construction.

The District Board has contracted with Doherty Pool Management this year as the service provider for the pool season. Doherty is responsible for the day-to-day operations of our pools and will be providing lifeguards during pool hours. The lifeguards will be responsible for maintaining and stocking the facility, cleaning, monitoring and checking-in homeowners daily, along with standard lifeguard duties. **Please make sure you bring your valid access card as you will not be permitted into the facility without it.**

Amenity Access- Please remember you must be in good standing (current) with the District Operations and Maintenance Fees to use the amenities. Non-current accounts will have all access suspended until fees are brought current. Compliance with the Rules and Regulations concerning the amenities (pool, clubhouse, and tennis courts) is required to maintain access and may be found by visiting the community website at www.murphycreek.org.

❖ **The pool is not available for rent and cannot be used with clubhouse reservations.**

Access Forms- We want to remind you that failing to submit all the required forms will prevent you from gaining access to key card accessed-recreation facilities. **All owners are to review and provide a signed copy of the recreation facility Rules and Regulations as well as an electronic photograph (selfie) for each person to be assigned a card. Failure to submit a signed copy or electronic photograph will result in the key card deactivation.**

PURCHASING NEW CARDS, REPLACEMENT CARDS OR ADDING A CARD TO AN EXISTING ACCOUNT

- (1) Fill out the CARD REQUEST FORM.
- (2) Make payment, either send a check or money order, made payable to “Murphy Creek Metropolitan District No. 3”, and send it in with your completed forms.
 - **The limit is 2 active key cards per home** (1 Adult and 1 authorized minor or 2 Adults)
 - For each minor (*defined as between the ages of 14 and 17*) that you request a card for, you will need to purchase a card and sign the Minor Release Form (page 5).
 - Submit an electronic photograph of the card holder via email CDMCMmanager@goodwin-co.com for each member 14 years and older. Photos will be taken at the clubhouse or can be emailed as directed above.

Payment will be accepted by check or money order only. **Cash will not be accepted.**

Please note: It can take 7-10 business days to get a new card and up to 3-5 business days to reactivate an existing card, (if not longer.) With this said, please be sure to get your requests in as soon as possible. If you have any concerns regarding the pool, please contact the District Management staff immediately at 1-855-289-6007 or 303-289-6007.

- ❖ **Key cards MUST be picked up from Goodwin & CO (formally Cherry Creek HOA Professionals) during normal business hours. They will not be mailed to owners.**
- ❖ **Address for pickup-** 14901 East Hampden Ave. Ste 320 Aurora, CO 80014

Community Pool Location: 23801 E. Florida Ave. (to the north of the tennis courts).

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Pool Hours: 10:00 a.m. – 8:00 p.m. (M-Sun). Lifeguards will not be on duty prior to 4:00 pm, Monday – Friday, once school starts in August. During this “unguarded time”, all users of the pool enter at their own and sole risk.

FREQUENTLY ASKED QUESTIONS-

Filling Out Key Card Forms

(NOTE: THESE FAQs ARE SPECIFIC TO FILLING OUT KEY CARD FORMS AND ARE BASED ON AND CONSISTENT WITH THE POLICIES OF THE DISTRICTS SET FORTH IN THE DISTRICT AMENITY RULES AND REGULATIONS AS ADOPTED BY THE BOARD. THE RULES AND REGULATIONS CAN BE FOUND BY VISITING THE COMMUNITY WEBSITE AT WWW.MURPHYCREEK.ORG.)

Why do I have to fill out the forms every year?

Only residents, property owners, and members of the public who pay recreational fees to Murphy Creek Metropolitan District No. 3, and their guests, can use the pool. The district needs to have an accurate list of individuals who can access the pool each year.

I filled out my forms and went to the pool and my card still does not work, what do I do?

*Key cards are not activated automatically, and it may take several days for them to be activated **once all necessary information has been received by management staff. Failure to submit all necessary information will delay activation. In addition, if your key card is not active, you cannot enter amenity areas.***

Where can I send in my forms/buy cards?

***Mail to:** Murphy Creek Metro District No. 3, c/o: Pool Access, 14901 E Hampden Avenue, Suite 320, Aurora, CO 80014.*

***Email to:** CDMCMmanager@goodwin-co.com*

What if I don't fill out my forms correctly or forget information?

If your forms are not filled out completely and correctly, they will be mailed or emailed back to you with instructions on what needs to be fixed. You will need to make those corrections and send all forms back in together.

What does re-activating my cards cost?

It is free of charge! If you are only re-activating existing cards, you will need to submit a recent electronic photograph of each card user assigned to the household AND a copy of the signed copy of the Recreation Facility Rules and Regulations.

Can I email my packet if I need to purchase a card?

*Yes, emailing the packet is the preferred method of obtaining key card(s) since electronic photographs are required for each user. **PAYMENT WILL NEED TO BE MADE ELECTRONICALLY USING CITIPAY OR VIA CHECK MAILED TO THE MANAGEMENT OFFICE. PAYMENT MUST BE RECEIVED BEFORE THE KEY CARD WILL BE ISSUED.***

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How can I find my card number?

Your card # is after the dash, for example, you will see P26A19466-12345 on your card, and the "12345" is your card number. Make sure you list ALL cards with the name and picture (photo) of the person for which each card is being activated; cards not listed (or properly identified) will not be activated.

What if I have an 18-year-old adult child that has an existing minor card?

On the Card Request Form, please sign up your 18-year-old as an "Additional User". Their "Minor" card will be reassigned as an "Additional User" card.

Can I buy my cards with cash?

No, due to liability reasons, cash is not accepted.

What do I do if I have renters in my house that want to use the pool?

Fill out your owner information on the Card Request Form. The renters must be listed as "Additional Users" on the Card Request Form, or they will not have access to the amenities.

How can I set-up my babysitter/nanny to take my kids to the pool?

Fill out your homeowner information on the Card Request Form; they must be listed as "Additional Users" on the Card Request Form.

Who do I write my check/money order out to?

Murphy Creek Metro District No. 3

How can a non-District member access the pool?

Anyone not living in the district can purchase a pass to the pool. The cost is \$1800.00, plus the cost for the key cards for the 2023 pool season.

How can I get a minor card?

Please fill out the Minor Release form and return it with the Card Request Form and signed Pool Rules and Regulations for each child between the ages of 14 and 17. An electronic photo of any minor will need to be updated annually to ensure the key cards are active.

How many guests are allowed per household?

2 guests are allowed per household, per day, with no exceptions.

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CARD REQUEST FORM

Property Owner(s) (Please Print): _____

Property Address: _____

Out-of-District Address: (If Applicable): _____

Email: _____

Contact Phone Numbers: _____

Additional Users*: (Must be over 18 years old, renters/tenants, babysitters, caregivers, and adult children only): Be sure to provide a photo for each user. Indicate if new card is needed (**New**) or for reactivation (**RA**)-be sure to indicate Card Number for reactivations.

Name	New or Reactivation	Card Number

CARD REQUESTS: for all new cards, replacement cards, or adding on additional cards requests.

Access Card	\$10.00 each card	Qty.	
		Total Amount Due:	

*****CASH WILL NOT BE ACCEPTED AND WILL BE RETURNED*****

ALL CHECKS & MONEY ORDERS MAKE PAYABLE TO: MURPHY CREEK METRO DISTRICT NO 3

PLEASE SEND FORMS AND ELECTRONIC PHOTOS VIA EMAIL TO: CDMCMmanager@GOODWIN-CO.COM AND MAIL PAYMENT TO:

MURPHY CREEK METRO DISTRICT NO. 3
C/O GOODWIN & CO
 ATTN: JENNIFER KINKEAD
 14901 E. HAMPDEN AVE. #320
 AURORA, CO 80014

FOR OFFICE USE ONLY:

All Item Received:	Management Staff	If Not: Date Returned to Owner:
DATE RECEIVED:		
PROCESSED BY:		
CHECK/MONEY ORDER:		
PHOTOS RECEIVED AND ADDED:		
DATE (RE)ACTIVATED:		
CARDS (RE)ACTIVATED:		

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MINOR RELEASE FORM

MINOR CARD ACCESS REQUIREMENTS: Please read before completing form.

- A "Minor" is a child between the ages of 14-17 years old. Any children under the age of 14 do not need to be listed on the forms.
- A Minor card is separate from a regular access card and will be assigned to your minor. You must purchase EACH minor card requested. (i.e., You list 3 minor children; you will need to purchase 3 minor cards.)
- **ALL AUTHORIZED MINORS MUST HAVE AN ELECTRONIC PHOTO TAKEN EACH YEAR FOR THE CARD TO BE ACTIVE.**

I, _____, (Name of Parent/Legal Guardian) hereby affirm that I am the parent or legal guardian of the following minors between the ages of 14 and 17:

Name: (Please Print)	Date of Birth:	Age:	Pool:	Tennis:	Picture: (Office)

As the parent or legal guardian of the above-listed minor(s), I hereby authorize their use of the Recreation Amenities of the Murphy Creek Metropolitan District No 3 without my presence and without the presence of another parent or legal guardian (**check all facilities that are authorized for use by the minor(s)**) in the chart above:

I further authorize minor(s) between the ages of 16 and 17 to supervise, chaperone, and monitor other minors including guests, in the pool area, without my presence and without the presence of another parent or legal guardian. (**Check yes or no**):

Yes ____ **No** ____ **List name(s) of minor(s) authorized to supervise:** _____

In making such authorizations, I acknowledge and agree to any activities engaged in at the indicated facilities by said minor will be wholly unsupervised by a lifeguard or other attendant and shall be at the minor's sole and unilateral risk. Furthermore, I acknowledge and accept all liability for property damage and bodily injury caused by said authorized minor(s), or occurring directly or indirectly, in connection with unsupervised use of the Recreation Amenities by authorized minor and, if applicable, any authorized supervision of other minors, and hereby agree to release, indemnify, defend and hold harmless the Districts, their directors, officers, employees, agents and/or subcontractors with respect to any and all actions, liabilities, suits, and/or claims related the same.

I acknowledge that from **August 8, 2023, through September 4, 2023**, lifeguards will not be on duty prior to 4:00 pm, Monday through Friday, and that all users of the pool during this "**unguarded time**", including the minors listed in this release, utilize the pool at their own and sole risk.

It is agreed and understood that Pool privileges will be suspended if the rules and regulations are not adhered to. Pool privileges may be suspended up to 48 hours, or longer periods for serious or repeat violations, for infractions of pool rules and/or regulations.

Signature of Parent or Guardian: _____ **Date:** _____

Print Name: _____ **Property Address:** _____

MURPHY CREEK METROPOLITAN DISTRICT NO 3

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Amenity Rules and Regulations

POOL HOURS – Regular hours will be from 10:00 a.m. to 8:00 p.m. Memorial Day weekend through Labor Day. The Pool may be closed due to inclement weather at the sole discretion of the Lifeguard and/or the District Manager. Lifeguards may deny use of the pool to anyone who does not comply with these rules and regulations. Additional rules may be implemented without written notice at the discretion of the Board of Directors. The Pool may be closed, or these Rules and Regulations changed or adjusted for compliance with Federal, State, or Local health requirements.

ACCESS– Murphy Creek Metropolitan District No. 3 residents, homeowners, recreational fee payers, and their guests, must have a valid key card to gain access into the facility. **ACCESS WILL NOT BE GRANTED IF A KEY CARD IS NOT USED TO GAIN ACCESS TO THE FACILITY.** Homeowners will not be allowed entrance without a valid key card! Access to amenities may also be denied for homeowners who are delinquent on payment of District fees.

Pool Rules:

1. Proper swim attire required – swimsuits only. No cutoffs may be worn into the pool. Children not toilet trained must wear a swim diaper while in the pools. No plastic diapers are permitted.
2. The pool and the clubhouse deck are for the exclusive use of Murphy Creek Metropolitan District No. 3 residents, property owners, and members of the public who pay recreational fees. Murphy Creek Metropolitan District No. 3 residents and taxpayers paid for this pool with their property taxes and fees. If you suspect unauthorized use of the pool by a non-resident without paying recreational fees, please notify your District manager in Townsquare.
3. Children under 14 must be accompanied by a parent or responsible caregiver 18 years of age or older.
4. 2 guests are allowed per household, per day, with no exceptions.
5. During regular pool hours, the pool will be cleared every hour for a 15-minute period (Adult Swim). Adults 18 years and over ONLY will be permitted to swim. An adult may take one non-swimming child 3 years or under into the water but must remain in DIRECT CONTACT with the child.
6. No running, shouting, or rowdiness in or around the pool area including the showers and restroom area. No dunking in the pool. Only balls intended for water use are allowed, no hard balls.
7. Water rings, waist rings and noodles may be used by non-swimming children in direct contact with their supervising adult. For safety reasons, all large flotation devices and rafts are prohibited.
8. Alcohol and drugs are not permitted on the premises. Any violations will result in suspension of pool privileges. Including but not limited to vapes, marijuana, e-cigarettes, smoking and/or tobacco.
9. Trash must be disposed of in waste receptacles. Food/gum is not permitted in or near the swimming pool.
10. Foul, abusive or excessively loud language will not be permitted and may result in suspension of pool privileges.
11. Music must be played at an appropriate volume and not be offensive to others.
12. For the safety of our residents, absolutely NO GLASS CONTAINERS are allowed within the pool area.
13. Murphy Creek Metropolitan District or staff is not responsible for the loss or theft of personal belongings.
14. Pets are not permitted inside pool fence or to be tethered unattended outside the pool fence.
15. Diving is prohibited. The depth of the pool does not accommodate diving of any kind.
16. Scooters, bikes, skateboards, etc. will not be allowed in the pool area.
17. The wader pool is for the use of children 5 and under. No Lifeguard is provided for the wader pool. For the safety of all children, an adult must always be present when in the wader pool. Pool furniture needs to remain on the pool deck.
18. No person having an infectious or communicable disease or open wound is permitted in the pool.
19. Pool privileges will be suspended if the above rules and regulations are not adhered to. Pool privileges may be suspended up to 48 hours, or longer periods for serious or repeat violations, for infractions of pool rules and/or regulations.

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Tennis Court Rules:

1. All use of the tennis courts is unsupervised and at your own risk.
2. Non-skid tennis shoes are required.
3. Do not play on or otherwise adjust the nets or other equipment.
4. No skateboards, roller blades, skates or bikes are allowed on the courts.
5. No smoking, drugs or alcohol is allowed.
6. No glass containers.
7. No disorderly conduct.
8. Play should be limited to one hour if others are waiting to use a court.
9. Appropriate dress is required.

I, _____, acknowledge and accept the Murphy Creek Metropolitan District No. 3 Amenity Rules and Regulations as stated above and understand that all recreational facility privileges will be suspended if not adhered to.

Signature: _____

Date: _____

Property Address: _____