

MURPHY CREEK METROPOLITAN DISTRICT NO 3
2025 AMENITY ACCESS

Dear Recreational Use Applicants:

The 2025 swimming pool season is fast approaching. The Metro District No. 3 Board and the employees of Goodwin & Co are looking forward to an enjoyable and efficient 2025 swimming pool season. Following are the amenity operational procedures. These are provided to help ensure we have a productive and well-coordinated swim season.

The District Board has contracted with Front Range Recreation for the 2025 swim season. Front Range is responsible for the day-to-day operations of our pools and will be providing lifeguards from May 24, 2025 through August 5, 2025. Lifeguards will be on duty on Fridays from 4 pm to 7 pm and Saturdays and Sundays from 12 pm to 7 pm starting August 6, 2024, through September 1, 2024. The lifeguards will be responsible for maintaining and stocking the facility, cleaning, monitoring amenity users in addition to standard lifeguard duties. If you have concerns regarding the state of the facility or the lifeguards, please contact District Manager Shannon Torgerson immediately.

Please make sure you bring your key card with you as you will not be permitted into the facility without it.

AMENITY 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 TO AMENITIES WILL BE DENIED FOR HOMEOWNERS WHO ARE DELINQUENT ON PAYMENT OF DISTRICT FEES.** Compliance with the Rules and Regulations concerning the amenities (pool, community center, and tennis courts) is required to maintain access and may be found by visiting the community website at www.murphycreek.org.

NON-RESIDENT AMENITY ACCESS – If you are not a resident within the Murphy Creek Metropolitan District No. 3 boundaries, you must pay an annual recreational fee of \$1800 to use the amenities. Compliance with the Rules and Regulations concerning the amenities (pool, community center, 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 community center reservations.

Access Forms - Failure to submit the required forms will prevent you from gaining access to all District owned recreation facilities. **All applicants are to review and provide a signed copy of the Amenity Rules and Regulations to be assigned a card.**

2 key cards per home are allowed.

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

- (1) Fill out the CARD REQUEST FORM and sign the AMENITY RULES AND REGULATIONS and return to the District Manager by email to Shannon.Torgerson@goodwinco.com.
 - If new or additional key cards are requested, you must pay for the key cards, with a check or money order or electronic payment through TownSq to the District. If payment is not received, the key cards provided will not be activated. **Cash will not be accepted.**
 - For each minor (*defined as between the ages of 14 and 17*), the parent or guardian will need to sign the Minor Release Form.

Please note: It can take 10-14 business days to get a new card and up to 5-7 business days to reactivate an existing card. 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 Manager immediately at 720-647-6541.

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- Key cards MUST be picked up from Goodwin & Co. Monday – Friday, 9 am to 4:30 pm after confirmation is received via email indicating it is ready to be picked up. **Key cards will not be mailed.**
- Address for pickup - 3151 S. Vaughn Way, Suite 100, Aurora, CO 80014

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

Pool Hours: 10:00 a.m. – 8:00 p.m, May 24 through August 5, 2025. Starting August 6, the pool will not be guarded, Monday – Thursday. Lifeguards will be on site starting at 4 pm on Friday until 7 pm. Saturday and Sunday, the pool will be guarded from 12:00 pm to 7:00pm. **If there are no lifeguards are on duty, all users of the pool enter at their own and sole risk.**

FREQUENTLY ASKED QUESTIONS

(NOTE: THESE FAQs ARE SPECIFIC TO FILLING OUT KEY CARD FORMS AND ARE BASED ON 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?

The district needs to have an accurate list of individuals who can access the pool each year. In addition, this is a requirement of the District's Service Plan as approved by the City of Aurora.

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

It may take several days for key cards to be activated once all required 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. An email will be sent once the keycard(s) has/have been activated.

Where can I send in my forms/buy cards?

***Mail to:** Murphy Creek Metro District No. 3, 3151 S Vaughn Way, Suite 100, Aurora, CO 80014.
Email to: Shannon.Torgerson@goodwinco.com*

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

If your forms are not filled out completely or 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.

What does re-activating my cards cost?

It is free of charge! If you are only re-activating existing cards, you will need to return pages 4 and 7 of this packet. Failure to provide both pages will delay the re-activation process.

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

*Yes, emailing the completed packet to the District Manager is the preferred way to start the activation process. **PAYMENT WILL NEED TO BE MADE ELECTRONICALLY USING TOWNSQ TO YOUR DISTRICT ACCOUNT OR VIA CHECK PROVIDED TO THE MANAGEMENT OFFICE. PAYMENT MUST BE RECEIVED BEFORE THE KEY CARD WILL BE ISSUED. DO NOT ASSUME RECEIPT OF THE KEY CARD PACKET BY THE MANAGER. IF YOU HAVE NOT***

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RECEIVED A RESPONSE TO YOUR EMAIL WITHIN 72 HOURS, PLEASE CALL THE DISTRICT MANAGER AT 720-647-6451 FOR FURTHER INSTRUCTIONS.

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 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 resident, who is not a guest, access the pool?

Anyone not living in the District can purchase a pass to the amenities. The cost is \$1800, plus the cost for the key cards for the 2025 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. Minors are recommended to use a card assigned to their parent or guardian.

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 – limit 2	Qty.	
	per household	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 VIA EMAIL TO: Shannon.Torgerson@goodwinco.com AND MAIL PAYMENT TO:

MURPHY CREEK METRO DISTRICT NO. 3
C/O GOODWIN & CO
ATTN: SHANNON TORGERSON
3151 S VAUGHN WAY, STE 100
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:		
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 keeping in mind that 2 key cards per household is allowed.

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 _____, lifeguards may not be on duty 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: _____

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Amenity Rules and Regulations

POOL HOURS— 10:00 a.m. – 8:00 p.m., May 24 through August 5, 2025. Starting August 6, the pool will not be guarded, Monday – Thursday. Lifeguards will be on site starting at 4 pm on Friday until 7 pm. Saturday and Sunday, the pool will be guarded from 12:00 pm to 7:00pm. **If there are no lifeguards are on duty, all users of the pool enter at their own and sole risk. The Pool may be closed due to inclement weather at the sole discretion of the Pool Management Company 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.** Access to amenities will be denied for homeowners who are delinquent on payment of District fees.

Pool Rules:

1. Proper swim attire required – swimsuits only.
2. Children under 14 must be accompanied by a responsible caregiver 18 years of age or older.
3. Limit of two (2) guests per household.
4. Lifeguards will blow the whistle for a 10-minute break every hour.
5. No running or rowdiness in or around the pool is allowed.
6. Non-swimming children must be in direct contact while in the pool with an adult.
7. Large flotation devices and rafts exceeding 4-feet in length are prohibited.
8. No smoking or vaping is allowed in the pool area.
9. Alcohol and drugs are not permitted.
10. No food or drink can be consumed in the pool.
11. Foul, abusive or excessively loud language is not allowed.
12. Music is allowed but must be kept at a low volume and not include foul language.
13. Murphy Creek Metro #3 and District Staff are not responsible for lost or stolen items.
14. Pets are not allowed in the pool areas or to be tethered to the fence.
15. No diving into the pool is allowed.
16. No scooters, bikes or skateboards are allowed inside the pool area.
17. The wading pool is for children 5 years or younger. There is no lifeguard at the wader pool.
18. No person having infectious or communicable disease is allowed in the pool.
19. Pool privileges may be suspended for breaking these rules.

Tennis and Pickle Ball Court Rules:

1. All use of the tennis courts is unsupervised and at your own risk.
2. Courts are for use by residents and their guests only.
3. Non-skid tennis shoes are required. No cleats.
4. No pets.
5. No skateboards, rollerblades, skates, or bikes are allowed on the courts.
6. Other sports, such as soccer, futsal or football are not allowed on the tennis courts.
7. No smoking, drugs, or alcohol.
8. No glass containers.
9. No disorderly conduct.
10. Play should be limited to one hour if others are waiting to use a court.

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11. Access the courts using your amenity keycard. If your keycard doesn't work, please contact the management company at 720-647-6541.
12. Court hours are from 8 AM to 8 PM.

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: _____