

Northville Park Association

2800 Leelanau Drive NE
Grand Rapids, MI 49525

www.northvillepark.com
northvillepark@gmail.com

Member Guidebook

Welcome to the Northville Park community. This Member Guidebook is designed to help you get the most out of your membership. Inside the member Guidebook there is information about the NPA facilities, park and pool rules, admissions process, communication and maintenance, events and volunteering information, and frequently asked questions. This document is subject to change without notice. The most current version is available on the NPA website. Reference the NPA website and social media pages for modified pool hours and weather-related closing and re-opening.

Park and Pool Schedule of Operation

Members may use the park grounds and equipment at any time throughout the year. At sunset, however, the park may be closed by locking the chain at the park entrance. For emergency, after-hours access, please contact the Pool Manager or a Board Member at northvillepark@gmail.com (refer to the NPA website for available contact numbers).

The pool is typically open Memorial Day weekend through Labor Day weekend. Pool hours are subject to change based on weather conditions. The pool will close if there is any threat of lightning. The pool is not allowed to open until 30 minutes past the last clap of thunder. If a weather-related pool closure occurs near normal closing time, the pool might not re-open after the threat has passed. Air temperatures below 70 degrees might also result in pool closure. When it is cool out it is best to check NPA social media to verify that the pool is open. This is at the discretion of the lifeguard(s) on duty, Pool Manager, and/or the NPA Board.

Park and Facilities Overview

Northville park consists of 26 acres which includes a large swimming pool, toddler pool, bathhouse and community room with kitchenette, sand volleyball court and playground equipment, baseball diamond, and picnic areas with charcoal grills. There is also a five-acre pond on the property with a hiking trail.

Figure 1 Park Property (approx.)



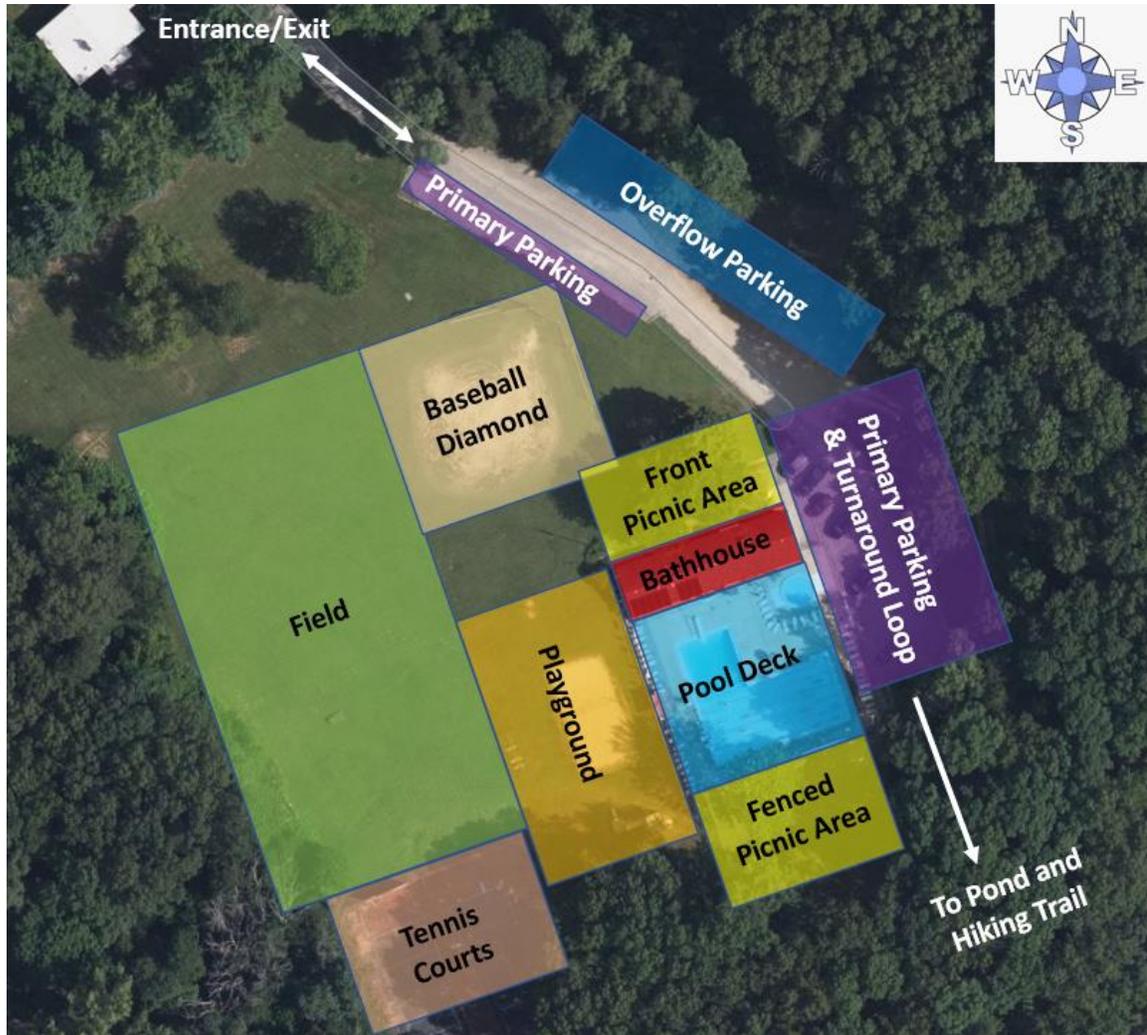
All members and guest must enter and exit the park from Leelanau Drive. Please be aware and consider that this is in a residential neighborhood with many kids playing and pedestrians walking.

Figure 2 Park Entrance/Exit (Leelanau Dr)



Figure 3 Park and Pool Areas depicts the different areas of the park and should be used as reference for the other sections of the guidebook.

Figure 3 Park and Pool Areas



The pond and hiking trail can be accessed by the trailhead at the south end of the Primary Parking & Turnaround Loop. The hiking trail is well-defined yet rustic and allows for a scenic walk around the pond. The pond has a mock bottom which supports a variety of aquatic life. Although not ideal for wading or swimming in, it is a nice place to relax and watch nature. The pond and trail are not supervised and are to be used at your own risk.

Figure 4 Pond and Hiking Trails



Pool Admission Procedure

1. Parking
 - a. Members and guest should park in the designated spots on the asphalt first. Spots closest to the bathhouse are designed for one-way travel with a return loop that allows access back to the two-way traffic area.
 - b. Overflow parking is available on the northern lawn area between the return loop and dumpster. Please do not block the return loop access.
2. Entering, changing, showering
 - a. All members and guest access the pool deck through the north face of the bathhouse via the Women's and Men's entrances.
 - b. There are changing areas within the bathhouse for members and guests. Be aware that these areas are not monitored or secure. Care and storage of personal property is the responsibility of each member and guest, and NPA is not liable for lost or stolen property.
 - c. A cleansing shower is required by state law before entering the pool. The bathhouse has heated showers available for all members and guest. There are also rinse stations (not heated) on the pool deck and at the access point from the fenced picnic area to the pool deck.
3. Bee Hive check-in for members and guests
 - a. The Bee Hive is located at the entrance of the pool deck from the bathhouse. All members must check-in at the Bee Hive upon entering the pool deck at the onset of their stay. One responsible person of the member party may sign-in for the full party.
 - b. The Guest must completely fill out the guest information sign in sheet at the Bee Hive. The appropriate Guest Fee must be paid at this time (see website for information regarding costs). Members are responsible for the actions of their Guest, and as such they are required to remain with their guest during their visit to the park and pool.
4. Chair use
 - a. Out of respect for other members and guests, we ask that you only use as many chairs as your party requires. This is especially important during busy times at the pool.

Park and Pool Regulations

NPA is an association, which means that a number of people are operating in association with each other. As such, there are rules, regulations, and guidelines to make sure that each member can have a reasonable expectation of enjoying his or her time at the park. While each rule or regulation tends to be restrictive, they have been developed in an attempt to maximize the enjoyment of all in the association. Please respect your fellow members (and the guards and managers who enforce the rules), review, and follow the regulations presented below.

Park Regulations

The following rules apply in order to promote the safe enjoyment of the park for all its Members and Guests.

1. All persons using the park must always conduct themselves appropriately and respectfully.
2. Care is to be used to avoid damage to all fixed and natural park property. If willful destruction occurs, the offender will be liable for the cost of the repairs.
3. We request that all bicycles be parked in the racks provided.
4. All pets must be on a leash. Owners are expected to clean up after their pets. No pets are allowed in the fenced picnic area.
5. Charcoal/propane grills are permitted in the park, but open fires are not allowed except in the designated fire pit.
6. All litter must be placed in the trash receptacles.
7. No recreational vehicles, snowmobiles, dirt bikes, or motorcycles are allowed outside of the paved areas.
8. Alcoholic beverages are permitted only with prior approval of the Board of Directors and are not permitted in the pool deck area.
9. No bicycles, skateboards, skates, etc. are allowed on the tennis courts or pool deck.

Pool Regulations

1. All persons using the pool do so at their own risk. Northville Park Association will not be responsible for any accidents or personal injury in connection with the use of any park facility, nor will NPA be held responsible for the loss or damage of personal property. The following rules apply: A lifeguard must be on duty before entering the pool.
2. Obey lifeguard instructions. The lifeguards are employed to assist the Association in maintaining a safe, fun, and fair environment for all members. For the sake of safety and order, when it comes to the enforcement of regulations, a Member or Guest must defer to the judgment of the guards. Challenges and/or complaints may be lodged with the Pool Manager or the Board of Directors. Willful disregard of guard authority may result in Membership suspension or termination.
3. The bathhouse is available for use by all Members and Guests and is equipped with dressing room, shower, and toilet facilities.
4. All bathers are required to take a cleansing shower before entering the swimming pool enclosure.
5. All bathers shall ensure that the bathing apparel worn in the swimming pool is clean.
6. Any person wearing street clothes or shoes, is not permitted in the swimming pool. Access and use of the pool deck is permitted.
7. A person who has any of the following medical conditions is excluded from a swimming pool, except that the person may be granted use of a swimming pool upon a written determination by a personal physician or a local health officer that the condition will not affect the health of other persons using the pool:
 - a. An infectious or communicable disease.
 - b. A possibly infectious condition, such as a cold, skin eruption, or open blister.
8. A person shall not spit in, or otherwise pollute, swimming pool water or related facilities.
9. Running or boisterous or rough play, is not permitted in a swimming pool enclosure or bathhouse.
10. Glass, other breakable materials, or an object or material that might create a hazardous condition or interfere with the efficient operation of the swimming pool are not permitted in a swimming pool enclosure.
11. A person shall be allowed to use a coast guard approved life jacket in the pool if the individual has in his or her possession a statement signed by a licensed physician stating that the individual has a physical disability or condition that necessitates the use of a life jacket. An individual

assumes the risk of any injury to himself or herself caused by the use of a life jacket as provided in this section which is not otherwise caused by the Association's negligence. Upon these conditions, a person may use a life jacket in the shallow portion of the pool. No person is permitted to wear a life jacket in the deep end.

12. Deep water swimmers must be able to demonstrate the ability to swim the length of the pool unassisted and without a floatation device.
13. All designated rescue and first-aid equipment is intended for emergency use only.
14. No food, drink, or gum are allowed on the deck or in the water.
15. Diving objects, noodles, goggles/masks, and soft, spongy toys are permitted in the pool. Any others need approval of a lifeguard on duty. No toys or diving objects are allowed in the deep end.
16. The wading pool is for the use of children younger than eight. Children younger than eight must be supervised by a parent/guardian or person 16 years or older.
17. A parent or legal guardian must accompany young children while in the pool area. Further, when the child is in the water, the parent must also be in the water with the children. When the child is within the fenced area, the parent must also be in the fenced area watching the child. Safety is everyone's responsibility and it starts with the parent or legal guardian. All untrained children must wear swimmer diapers in the pools.
18. No one except the NPA staff or Board Members are allowed in the pump, chemical storage, and office areas.
19. At the discretion of the lifeguard on duty, a 10-minute period may be called for adult swimming only (18 years and older). All children must exit the pool completely. At the lifeguard's discretion, children that willfully disobey this rule may be issued an extended recess from re-entering the pool.
20. A clearance of 4 feet should be maintained around the pool. This includes chairs, towels, coolers, and other personal affects.
21. A telephone is available for park business and emergency use only.
22. Smoking is prohibited on the pool deck, in the bathhouse and community room, and in the picnic areas. Smoking is not permitted within 20 feet of these areas or the minimum distance required by law, whichever is greater, and should not interfere with other members' or guests' enjoyment of the park and pool.
23. No pets are allowed in the pool area or in the fenced picnic area. A registered service animal is permitted in these areas, but is not allowed in the pool.
24. One swim lane is available and may be reserved for those who wish to swim or walk laps. Those in the lap lane who are not swimming or walking, must leave the designated lane if another person wishes to use the lap lane to swim or walk. Please use discretion when requesting use of the lap lane as this has an impact on all others using the pool. At their discretion, the lifeguard on duty may delay or deny the request during times of heavy pool use. This is to prevent crowding of the remaining pool area, and to maintain the relative safety of all bather.

Diving Regulations

1. Diving is only permitted in the dive well.
2. One person is allowed on the diving board or ladder at one time.
3. Mount diving board from rear ladder only.
4. One bounce per dive off diving board.
5. Dive or jump straight off the diving board and swim to either side.
6. No back flips off the diving board or side of pool.
7. No swimming under or directly in front of the diving board.

8. Diving board fulcrum may only be adjusted with permission from lifeguard on duty.

Emergency Action Plan

In case of:

1. **Thunder:** Clear the pool. No re-entry for 30 minutes from the time of each thunderclap
2. **Tornado:** Have all members/guests gather in bathrooms away from doors
3. **Lighting:** Have all members/guests gather in the community room
4. **Fire:** Have all members/guest gather on the baseball field
5. **Bather Safety Event:** All bathers will be directed by the lifeguard staff to exit the pool immediately.

Lines of Communication

Please address all day-to-day communications relating to the pool directly to the Pool Manager. This applies to any comments you may have regarding lifeguards, safety, hygiene/cleanliness, inappropriate behavior, etc. For any comments you may have about the Pool Manager or for concerns beyond the scope of the Manager's position (i.e. the remainder of the park grounds, facilities, or equipment), please email northvillepark@gmail.com to provide your comment(s) in writing to the NPA Board of Directors.

Please consider that this is a non-profit association and that Board Members are volunteers that spend a considerable amount of their time year-round to help keep the park and pool operational. The best way to make changes and improvements is not to complain but to get involved, to contribute, to volunteer for committees or specific projects, or even to make yourself available for a three-year term on the Board. So, if you do approach a Board Member, please present your comments as constructive criticisms, and be prepared with possible solutions and time to volunteer. Please remember that we are all in this together!

Maintenance

As a non-profit organization we rely heavily on member volunteers to keep costs down and encourage them to have a hands-on approach to keeping our park clean and in good working order. We typically schedule a few workdays in the Spring and Fall for park and pool clean-up, improvements, and/or building maintenance needs. Every member is encouraged to participate in at least one of these workdays and/or lead/assist with a specific project. We have ongoing needs and it is especially helpful if you can take responsibility for a specific project. In addition, it is important that members bring to the attention of the Pool Manager and/or NPA Board anything that appears to be in disrepair so that it may be corrected. See NPA website for contact information and volunteer opportunities.

Help keep our park and pool clean. Anytime you use the park and pool, please, help keep the grounds, pool, bathhouse, and community room clean and neat. **And please remember all food and drinks must be consumed in the designated picnic areas**

Events and Volunteers

NPA hosts many events throughout the year, and the current list of events and brief description of each can be found on the NPA website. Planning, organizing, and facilitating these events requires volunteers from the NPA members to make sure they are a success and continue to be offered. If you would like to volunteer for any of the scheduled events, please contact one of the Board Members. We are also open to suggestions for new events or activities.

FAQs:**Question: Do I have to check in at the Northville Park Pool?**

Yes, at the Bee Hive. Refer to the Pool Admission Procedure section of this document.

Question: How do I identify myself?

We ask that all members sign in at the Bee Hive before entering the pool area.

Question: How many times can a guest come to Northville Park and Pool?

Any singular guest may be admitted up to five (5) times as desired, and they must always be accompanied by a member. After five (5) visits we ask that they purchase a park membership for the remainder of the current season.

Question: What happens to people who are taking unauthorized use of the Northville Park Pool?

This is a very serious matter. In addition to liability concerns, only paying members and their guests deserve to enjoy the Park and Pool that they have paid for. Unauthorized use will not be tolerated.

Question: What about families where the parents are working but the children want to go to the Pool?

A regular caregiver (nanny/babysitter/relative) may be added to a family membership for an additional fee and may accompany the member's child/children to the park on an unlimited basis. This additional member can be added at any time by contacting the current membership chairperson listed on the NPA website.

Question: What if I sign up a new Member?

All Members are encouraged to have their friends, family, and neighbors join NPA (see NPA website for new member registration). Current Members who sign up a new Member that is approved by the NPA Board are eligible for a one (1) free 6-punch guest card. That is a great incentive to convince someone to join the NPA community, and there is no limit to the number of new Members for which you can get a reward! The referring member must be identified at the time of submitting an application to be eligible for reward.

Question: If I have not found my answer after reading the above, then who do I call?

Contact the Pool Manager or the NPA Board. We recommend that you do not ask the lifeguard(s) on duty, as their job is to watch the pool.

Question: Does NPA offer swim lessons?

Yes, NPA does offer swim lessons occasionally. This is a program the we feel is vitally important to offer and promote as a community pool association and strive to provide this offering to our members and guests each year. Please refer to the NPA website for current or future offerings.

Question: Does NPA have a swim team?

No, NPA does not support a swim team, but there are other great local options like North Kent Aquatic Team (NKAT) or Rockford Riptide.

Question: Does NPA have a hammock hang area?

Ok, this isn't a FAQ, but it is a shameless plug. We want to make you aware that there is indeed a hammock hang area located in the fenced in picnic area next to the pool deck, and hammocks are available to borrow at the Bee Hive.