



Meredith Townes
Homeowners Association

Elite Management Professionals
4112 Blue Ridge Rd. Suite 100 Raleigh, NC 27612
Tel: 919.233.7660 | Fax: 919.233.7661

March 25, 2026

Greetings Meredith Townes Homeowners,

Welcome to the 2026 Meredith Townes Summer Pool Season! We will open on Saturday, May 9, 2026.

In this mailing, you will find membership rate information, pool rules and regulations, information on pool fob activation, and pool party form.

Please know that:

- All homeowners must register in advance to use the pool. This allows our management company to activate your pool gate fob. Without an activated fob, homeowner access will be denied.
- Fobs must be retained from year to year. They are not reissued each year. Replacement fobs cost \$20 each.
- Homeowners must provide their fob number on the activation forms.
- New homeowners should have received their fob from the previous owner. If not, please indicate that on the form in the fob number line.
- Homeowners and tenants may not both use the pool at no charge. Homeowners may transfer their rights to use the pool to their tenants. Homeowners must contact the management company and email their approval for the tenant to use the pool at no charge in place of the homeowners. If the homeowner wishes to retain pool use privileges, tenants may join as outside members.
- Our management company prefers for and encourages all pool patrons to use the fillable forms if possible. Handwritten forms must be legible.
- Forms submitted on or after May 2nd may not be processed until after the May 10th opening day, which means that the fob may not be activated in time to access the pool on opening day. If forms are received after the pool opening, it may take up to 72 hours to activate the fobs. Not providing fob numbers will result in additional delays.
- Please send completed forms with fob numbers to meredithtownes@elite-mgmt.com.

Please remember a pool fob is your key to summer fun. Without an activated key fob, entry will be denied. Please contact Elite Management if you need another registration form or if you have any questions.

Happy swimming!

MTHOA Board of Directors

Attachments: MTHOA Pool Registration Information
MTHOA Pool Rules
Pool Fob Agreement
Unguarded Adult Swim Waiver
Pool Party Request Form
Social Event Flyer
Mudpuppy Flyer



MTHOA Homeowners

2026 Pool Season

Registration for the Meredith Townes 2026 Pool Season Is Open!
May 9, 2026, through September 13, 2026

- We highly encourage you to complete the fillable forms attached to the email version of this information.
- Fob agreement forms must be completed for use during the 2026 pool season.
- Replacement fobs are available for \$20 each.
- Fob numbers must be provided on the fob agreement form (excluding new homeowners)
- Activation of a fob entitles the use of the pool during the stated hours of operation only unless you complete the unguarded adult swim hours form.
- Adults (over 18 years of age) may register to swim during adult early swim hours. A waiver must be completed and submitted in advance. No one under the age of 18 is permitted to in the pool during adult early swim hours. The waiver form is located on the website at www.meredithtownes.org.
- Pool hours are subject to change throughout the season based on the availability of staff.
- Memberships to the Mudpuppy Swim Team are available. A pool membership registration is required to join the Mudpuppies. Swim team fees may be required. Visit www.mudpuppyswimming.org for additional swim team details.
- Meredith Townes homeowners' assessment accounts must be current to use the pool. If the account is delinquent, access fob(s) will be deactivated. A \$20 fee must be paid to reactivate access once assessments and any late fees are paid in full.

The completed forms should be emailed to Hilary and Carol at meredithtownes@elite-mgmt.com or mailed to Elite Management office at the address listed below.

Elite Management Professionals
 4112 Blue Ridge Rd. Suite 100
 Raleigh, NC 27612

Hilary Slater
 919.233.7660 x237

Carol McKechnie
 919.233.7660 x242



Early Season Hours	Regular Season Hours	Late Season Hours	Bonus Season Hours
May 9 – June 5	June 6 – Aug. 23	Aug. 24 – Sept. 7	Sept. 8 – Sept. 13
Mon – Fri 4:00 – 8:00	Mon – Fri 11:00 – 8:00	Mon – Fri 4:00 – 8:00	Mon – Fri 4:00 – 7:00
Saturday 10:00 – 8:00	Saturday 10:00 – 8:00	Saturday 10:00 – 8:00	Saturday 10:00 – 7:00
Sunday 12:00 – 8:00	Sunday 12:00 – 8:00	Sunday 12:00 – 8:00	Sunday 12:00 – 7:00
Memorial Day 10:00 – 8:00	July 4 th 10:00 – 8:00	Labor Day 10:00 – 8:00	Season ends Sept. 13



Meredith Townes
Homeowners Association

Meredith Townes Homeowners Association, Inc.

2026 POOL RULES

POOL HOURS ARE SUBJECT TO CHANGE.

1. The pool is for the exclusive use of the Meredith Townes pool members in good standing and their guests. Meredith Townes pool members will be held responsible for all actions and conduct of their guests and must accompany their guests when they use the pool.
2. Adults regularly accompanying children must be included on the membership application, this includes babysitters.
3. Pool users must have an activated electronic key fob issued by the Association to enter the pool. Key fobs may not be loaned or transferred.
4. All pool patrons and guests are required to sign in once inside the gate at the pool.
5. Per Wake County Health Code requirements, the pool gate must be kept closed at all times except when entering and exiting the pool area. Pool patrons must secure the entrance gate after entering or upon leaving the pool area.
6. Anyone who opens the gate and allows entry to anyone who does not have an activated key fob risks losing their pool privileges for the entire season.
7. No glass is allowed within the fenced-in pool area. Both state and local laws dictate that no glass be brought into the pool area. Broken glass in the pool will result in closing the pool for the required draining, cleaning, and refilling as well as the Health Department inspection. This could potentially result in closing the pool for the remainder of the season. All costs associated with broken glass will be assessed to the member in violation of this rule. Coolers will be checked for glass by lifeguards.
8. Lifeguards have complete authority to enforce all rules.
9. Children under 12 years of age must be accompanied and supervised by someone 16 years of age or older during guarded hours. When no lifeguard are not on duty, no one under the age of 18 is permitted in the pool area.
10. Only one person is allowed on the diving board at a time. Diving blocks are for swim team practices and events only.
11. The diving area will only be used for the diving board. Free swim will not be permitted in the twelve-foot-deep section of the pool.
12. No "horseplay" is allowed in and around the pool area including sitting on and/or diving from another person's shoulders, pushing, and running. Behavior that is potentially dangerous or offensive is not permitted and may result in the revocation of pool access.
13. Alcoholic beverages are permitted. Cans must be covered with a can 'koozie.' No glass bottles are allowed. Food or beverages of any kind may not be consumed while in the water or placed on the poolside.
14. Use of illegal substances is banned from the pool and all common areas. Those intoxicated and/or under the influence of drugs or illegal substances are not allowed into the pool or on common area. Anyone in violation of this rule is subject to immediate revocation of pool privileges, and violators may be prosecuted.
15. Smoking, including vaping, is prohibited.
16. Weapons of any kind are not permitted, including firearms carried with a concealed-carry permit and ammunition. Violation of this policy can result in loss of membership privileges, being trespassed from the property, and/or report to law enforcement.
17. Proper swimwear is required, and swim diapers are mandatory for all children who are not toilet-trained.
18. Meredith Townes does not assume responsibility for personal articles left at the pool. There is no "Lost and Found" area. All personal items left at the pool will be discarded nightly.
19. The pool may be closed at any time at the discretion of the Association or pool management. Prior notification of the

pool closing is not required, although every effort will be made to notify members.

20. No pets are allowed inside the pool area.
21. A shower is required before entering the pool. The Health Department requirement helps the pool pumps function properly by reducing sweat and oils introduced into the pool.
22. Residents and guests are responsible for removing their trash and must clean up and deposit it in the appropriate trash containers. Recycling containers are also provided.
23. People with open wounds, sores, or skin infections are not permitted in the pool.
24. In the event of a storm, everyone may be required to clear the pool and/or pool deck at the discretion of the lifeguards. Note: If you can hear thunder, you are within striking distance of lightning.
25. No bicycles, skates, Heelys, skateboards, hoverboards, scooters, etc., are allowed in the pool area.
26. Radios and/or other electronic audio systems must be played at a level that will not disturb others.
27. Access to the pool is permitted only during regular pool hours except for those with a current unguarded adult swim waiver on file with the management company.
28. The pool emergency phone should only be used for emergencies, pool maintenance needs, or to notify Elite Management Professionals of violations.
29. 115% of the cost of any property damage resulting from improper behavior will be charged to the responsible member.
30. The Meredith Townes HOA Board of Directors may revoke pool privileges for rule violations.
31. Homeowners and tenants may not both use the pool. Homeowners may transfer their rights to use the pool to their tenants. Homeowners should contact the management company via email to provide the transfer to the tenant. If the homeowner wishes to retain their pool privileges, tenants may join as outside members.
32. Pool hours may be adjusted in the later part of the season due to staffing challenges.
33. Pool parties will be permitted for the 2026 pool season. You will need to complete the pool party request form that is included in this packet.
34. Pool guest policy:
 - Members are allowed to bring guests to the pool.
 - Guest passes are available for purchase at the pool at a cost of \$5 per person.
 - A guest who visits six (6) times, regardless of which member they are accompanying, reaches the season maximum.
 - Guests who have reached the 6-visit maximum for a season can continue to attend with the purchase of a membership.
 - Guests will not be admitted without an accompanying member.
 - Members must identify all guests upon entry to ensure their guests sign in at the gate.
 - Members must accompany their guests during their entire visit.
 - It is the responsibility of the member to advise their guests of the rules.
 - Members will be held responsible for all actions of their guests.
 - Guest logs are maintained to identify abuse of guest policy. Members who abuse the guest policy will be subject to membership forfeiture.

Please note that the pool will close at 4:30 pm on the swim meet dates. Typically, there are four swim meets per pool season. All dates will be listed on the calendar on the website at www.meredithtownes.org, and we will send them out via email once they are confirmed.

NOTE: Pool Rules are subject to change without notice.

Check this box if 2026 is
your first pool season at
Meredith Townes.

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Meredith Townes
Homeowners Association, Inc.
Access Fob Agreement & Confirmation

Last Name: _____ First Name: _____

Fob Number(s): _____

Email(s): _____

Address: _____

Phone: _____ Phone: _____

Names (including yourself):	Current Age	Relationship
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1) _____	_____	_____
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2) _____	_____	_____
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3) _____	_____	_____
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4) _____	_____	_____
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5) _____	_____	_____
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6) _____	_____	_____
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EMERGENCY CONTACT INFORMATION:

Name

Phone Number

Access Fob Rules:

Residents: One fob is provided at no charge per property. Two additional access fobs may be purchased. Maximum of 3 active fobs per household. Lost or damaged fobs will be removed/deactivated from the system. Additional/Replacement fobs may be obtained for a fee of \$20 at the Elite Management office by appointment during normal business hours or mailed upon request.

Fobs must be retained. They will not be reissued each year. Please keep them in a safe place.

Safety is the priority for all Meredith Townes pool members and guests. Pool rules and regulations are in place to keep your pool experience enjoyable and safe. MTHOA reserves the right to amend or add to all policies.

Penalties for rule violations: Violators of pool rules and regulations are subject to fines and penalties, suspension of pool privileges, and/or criminal liability. Illegal behavior may be reported to local authorities for possible legal action.

I have read the Meredith Townes Pool Rules and Regulations as well as the Access Fob Rules and have reviewed them with household members. I agree that my household and any invited guests will comply with said Rules and Regulations.

Signature

Date

Send completed form to meredithtownes@elite-mgmt.com.



Meredith Townes
Homeowners Association, Inc.



Waiver for Unguarded Adult Swim Hours Participants 2026

- I _____, understand that during unguarded adult swim hours, there are no pool staff members or lifeguards present at the facility and that I swim at my own risk.
- I understand that all users of unguarded adult swim hours privileges must be members in good standing of the pool and must be 18 years of age or older to use the facility. No one under the age of 18 is permitted in the pool unless lifeguards are on duty
- I acknowledge that I have read all Meredith Townes Homeowners Association (MTHOA) pool rules and agree to abide by them while using the facility. Failure to do so may result in the revocation of pool use.
- I assume full responsibility for my access fob and agree to be the sole user of said fob. In the event a fob is lost or stolen, I agree to report this immediately and assume full responsibility for replacement costs.
- If an MTHOA officer, employee, or volunteer is present during unguarded adult swim hours, I understand that such an individual will have no supervisory role or responsibility for my use of the facility.
- The MTHOA may change or revoke unguarded adult swim access at any time, without notice. The MTHOA may revoke my membership privileges for failure to observe any MTHOA pool rules. Facility functions, maintenance, or other conditions may result in the closure of the pool at any time and take precedence over the unguarded adult swim hours.
- I authorize MTHOA pool staff, if present, to act on my behalf in accordance with their best judgment in case of an emergency involving myself, and I agree to assume all responsibility for any expenses, medical or otherwise, that may arise as a result.
- I knowingly and voluntarily agree to defend, indemnify, and hold harmless MTHOA, Inc., its employees, officers, directors, agents, members, shareholders, management, and staff, from and against all actions, causes of action, suits, claims and demands whatsoever, and from all cost, damages, losses, expenses, charges, debts, judgments, orders, penalties and liabilities whatsoever, including attorney fees and costs that arise out of, relate to, or result from the use of the MTHOA pools and support facilities including but not limited to personal injury, death, property damage, negligence, and any other tortuous act or omission.
- On behalf of myself and my personal representative assigns, spouse, family, heirs, and next of kin, I hereby release MTHOA, its employees, officers, directors, agents, members, shareholders, management and staff, from and against all actions, causes of action, suits, claims and demands whatsoever, and from all cost, damages, losses, expenses, charges, debts, judgments, orders, penalties and liabilities whatsoever, including attorney fees and costs that arise out of, relate to, or result from the use of the MTHOA pools and support facilities including but not limited to personal injury, death, property damage, unlicensed activity, violation of any statute, law, rule or ordinance, misconduct, negligence, and any other tortuous act or omission.
- I have completely read, understand, and voluntarily acknowledge this Release of Liability, Waiver of Liability, and Indemnification, and further acknowledge that no oral representations or statements apart from this written agreement have been made or relied on by me.

Name: _____ Date of Birth: _____

Address: _____

Email: _____ Fob Number _____

Signature: _____ Date: _____

Meredith Townes HOA ~ c/o Elite Management Professionals
4112 Blue Ridge Road Suite 100 ~ Raleigh NC 27612
Office: 919-233-7660 ~ Fax: 919-233-7661

Send completed form to meredithtownes@elite-mgmt.com.



SUMMER SWIM TEAM

*Mudpuppies swim team is a great way to
keep your kids active, engaged, and having
FUN this summer!*

AGES 5 -18!

OPEN TO ALL YOUTH POOL MEMBERS!

ALL SKILL LEVELS CAN JOIN!

REGISTRATION OPENS APRIL 1ST
MUDPUPPYSWIMMING.ORG

FEES

- **BEFORE MAY 1ST:
\$125/SWIMMER**
- **AFTER MAY 1ST:
\$140/SWIMMER**

COMMITMENT

- **DAILY WEEKDAY PRACTICES
(COME WHEN IT WORKS BEST
FOR YOU!)**
- **MEETS OCCUR ON TUESDAY
EVENINGS**
- **PRACTICES BEGIN MAY 12TH!
(MEETS BEGIN JUNE 16TH)**

**TO LEARN MORE AND SIGN UP PLEASE VISIT
MUDPUPPYWIMMING.ORG**