

TEAGUES GROVE HOME OWNERS ASSOCIATION SWIMMING POOL STANDARD OPERATING PROCEDURE

This Standard Operating Procedure identifies the weekly swimming pool tasks that are required to be performed by residents. Note: Sparkle Pools is scheduled on Mondays and Thursdays for pool cleaning.

| Task | Frequency |
|---|----------------------|
| Rest Room Sanitation Inspection | Tuesday and Thursday |
| Clean Toilets | Tuesday and Friday |
| Clean Sinks | Tuesday and Friday |
| Empty waste baskets | Tuesday and Friday |
| Sweep and mop rest room floors | Tuesday and Friday |
| Replace hand towels and tissue paper | As needed |
| Reposition chairs and tables as required | Daily |
| Collect trash and remove from premises | Thursday evening |
| Wash down pool deck and water potted plants | As needed |
| Close umbrellas | As needed |

Task Clarification

- **Rest Rooms** – Knox County Health Department grades rest room sanitation as part of the pool cleanliness inspection process. Adequate amounts of paper products and hand sanitizer MUST be available at all times. Sinks and toilets will be cleaned with sanitation products. Floors will be swept and mopped.
- **Trash** – Knox County Health Department grades our trash container sanitation as part of the pool cleanliness inspection process. Remove all trash from rest room waste baskets and place in outside containers. Inspect and pickup trash left on tables, chairs and pool deck. Weekly, on Thursday evenings remove trash completely from pool premises using the wheeled container and bring to 1330 Wineberry Road and place on curb for trash pickup the following morning.
- Paper products and cleaning supplies are located in the room directly behind the restrooms. Do not lock the door.
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- **Pool Deck** - Wash down of the pool deck surface is required twice per week. Residue from the deck is easily transported into the pool water resulting in further cleaning. Use the water hose provided. The Knox County Inspector will check for this.
- **Potted Plants** – on occasion TGHOA places potted plants around the pool deck, These must be watered every other day.
- **NOTE:** Sparkle Pools is our pool maintenance vendor. The assume all responsibility for cleaning and maintaining chemical balance requirements for the pool.