

## FOOTHILLS POINTE OWNERS' ASSOCIATION

### CLUBHOUSE, PAVILION, POOL, AND TENNIS COURT RULES GUEST ROOM AND CLUBHOUSE/PAVILION RESERVATIONS

- A. **Purpose:** The Community Center amenities were created to provide enjoyment, entertainment and relaxation for Foothills Pointe members and their guests. They provide opportunities for individuals, groups, families, and the entire community to relax, have fun and get together. "Rules for use of the common areas" are authorized by the Association's Covenants, Conditions, and Restrictions. This document is intended to meet that requirement and, importantly, to ensure fairness and to preserve the facilities for the membership.
- B. **Applicable CC&R:**
1. Article VI, Use Restrictions, Section C. Rules for Common Areas (page 12). "The Association is authorized to adopt rules governing the use of the Common Areas and to provide penalties for violations of the same."
  2. Article II, Section A, paragraph 4 (page 7): "The right of the Association (acting by and through the Board) to charge reasonable fees for the use of the parts of the Common Elements."
- C. **Principles:** Since it is unrealistic to make rules to cover all potential situations, a few general principles are included along with the specific rules listed below.
1. Treat The Community Center As If It Were Your Own. Collectively, as an owner, the ultimate responsibility lies with you. Leave the Center in better and cleaner condition than when you arrived. For example, before you leave, pick up after yourself and your guests; make sure doors are closed; lights turned off. Do not allow your guests to misuse or abuse the Center. Report damage or other problems to the responsible committee person or to a board member.
  2. Act Responsibly And Use Common Sense. For example, read and heed the safety rules posted at the pool; dry off wet floors in the clubhouse to prevent others from slipping; be attentive to children.
  3. Remember That The Community Center Resides In A Private Residential Neighborhood. Respect the rights of the neighbors who want privacy, who want to sleep at night, and who want their own property respected. For example, avoid having so many guests at the Center that it causes a commotion in the neighborhood; avoid having loud parties late at night at the Center; maintain respectable etiquette and decorum that you would appreciate at your home.
  4. Be Respectful Of Each Other And of the Facility. Treat your neighbors as you would want them to treat you. Be kind to the property.
  5. Remember That Every Member Has Both A Right And A Responsibility To Take Action On Rules Enforcement. For example, if you wonder about the identity of someone you observe using the facilities, introduce yourself and, if need be, politely challenge them. There is no Foothills Pointe police force.

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#### **D. Rules Common To All Amenities:**

1. These amenities are for the exclusive use of FPOA members and their guests.
2. The FPOA member must always be present when his/her guests are using these facilities, with one exception: guests temporarily in residence with a FPOA member and those who are residing in the clubhouse guest rooms may use the facilities without the FPOA member present.
3. Members who reserve/use the amenities are responsible for leaving them clean and in the order found. Members will be billed for any damage or cleaning in excess of normal use.
4. The clubhouse, pavilion, pool area and tennis court amenities are smoke-free areas.
5. Pets (including comfort pets) are not allowed in any amenity. Service animals may enter the amenities but cannot enter the pool itself.
6. Consumption of alcohol by persons younger than 21 years of age is prohibited.
7. All amenities must be vacated by 11:00 p.m.

#### **E. Rules For Use Of The Pool and Pool Area:**

1. A responsible adult, 18 or over, must accompany children under sixteen.
2. There is no lifeguard -- swim at your own risk.
3. Diving into the pool is not allowed.
4. Gates to the pool area must be kept closed in compliance with State ordinance.
5. Use only the lower level bathroom and changing room.
6. Dry off before entering the clubhouse.
7. Swim only in the pool - not from the docks (as electrical service is provided on them).
8. Children who are not toilet trained must wear swim diapers.
9. The number of guests using the pool is limited to 12 per member family.
10. Glass items are not permitted in the pool or pool area.
11. All toys, floats and personal items must be removed from the pool prior to departure.
12. Use of pool tables, chairs and lounge chairs outside the pool area is allowed only by permission of the Pool Chair.
13. Pool hours are 6:00 a.m. to 11:00 p.m. daily.
14. The pool can only be reserved with permission of the FPOA Board.

#### **F. Rules For Use Of The Tennis Courts:**

1. Courts cannot be reserved other than for scheduled group play identified in the Pointe Paper.
2. Courts can only be used for Tennis and Pickleball.

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3. Soft soled (e.g., tennis or pickleball) shoes are required.

#### **G. Rules For Use Of The Clubhouse And Pavilion:**

1. The Clubhouse Upper Level and Pavilion may be reserved as a unit (see Reservation section at the end of this document).
2. The clubhouse and pavilion are available at no cost for FPOA member and guest groups of 12 or less. A reservation must be made with the reservation chairperson to ensure there are no overlapping functions.
3. Classes which are for the benefit of the residents, and approved by the Board of Directors, may be held in the clubhouse but the space and time must be reserved to prevent overlapping functions.
4. A reservation and rental fee/deposit must be made for any money-making event to be held in the clubhouse or pavilion when outside vendors and customers will be invited.
5. Any person or group who uses the clubhouse or pavilion must leave the areas clean and free of trash and be sure all tables and chairs are stored properly. There is a vacuum cleaner and mops and brooms in the closet near the door of the upper level if needed.
6. When decorating for parties or events, the use of nails and screws or tape on the walls and ceilings is prohibited.
7. Supplies which are located in the cabinets in the card room area are purchased by the social committee and are not to be used for private functions.
8. Those having used the grills at the pavilion must turn off the gas; brush the grates and wipe off any grease from the side tables and lid; and replace the grill cover once the grill has cooled.
9. Empty trash receptacles and replace the bag. Place the trash in the large black can which is located under the deck steps.

#### **H. Rules For Use Of The Clubhouse Guest Rooms:**

1. The Clubhouse Guest Rooms may be reserved and paid only by FPOA members (see Reservation section at the end of this document).
2. A parent, legal guardian, or the Association member reserving the room must accompany overnight guests at the clubhouse who are under the age of twenty-one.
3. The maximum number of consecutive nights that the guest bedrooms can be reserved is seven. The reservations chairperson(s) can approve extensions beyond the seven-day period if no one has requested reservations for that period.
4. Only the two bedrooms are to be used for sleeping quarters.

#### **I. Clubhouse/Pavilion and Guest Room Reservations:**

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#### 1. Reservations:

- a. These amenities may be reserved:
  - i. Clubhouse upper level and the Pavilion as a unit. Maximum group size is 60.
  - ii. Clubhouse guest bedrooms.
  - iii. The pool and tennis courts **may not be reserved**; however, they may be used by those reserving the Clubhouse/Pavilion, subject to “Rules for Use of The Pool” and “Rules for Use of The Tennis Courts”. (See page 2)
  - iv. Reservations are made by calling the clubhouse reservation chairperson(s).
- b. Only Association members and bona fide tenants can make and pay for reservations. “Bona fide tenants” include those who have a valid lease agreement on file with the Association.
- c. Reservations are required to use the Clubhouse guest bedrooms.
- d. Maximum permissible group size for a clubhouse/pavilion reservation is 60. A reservation does not guarantee exclusive use of the Clubhouse/Pavilion; however, the clubhouse reservation chairperson will not accept another reservation for the same time on the same date.
- e. Reservations are on a first-come/first-served basis and can be made up to one year in advance. Some dates, such as holidays or weekends, may be set aside for Association functions and therefore unavailable for a member reservation.

#### 2. Fees: The use of any FPOA amenity involving fees requires that the FPOA member be current in all other fees.

- a. *Clubhouse/Pavilion:* Use-Fee \$45.00; refundable security deposit \$100.00; payable in advance. (Please provide two checks; one for the fee and one for the deposit.)
- b. *Guest Bedroom:* Use-Fee \$45.00 per night. An advance deposit of the first night’s use fee is required to reserve each bedroom. Upon departure, the guest should leave keys in the bedroom and lock all doors.
- c. *Payment:* Fees are to be paid by check payable to “FPOA.” No cash, please. All checks should be from FPOA members, not from their guest(s).
- d. *Refunds:* Fees and deposits will be refunded if the reservation is canceled at least ten days before the reservation was to commence.

#### 3. Fees Waived: There is no fee for the following groups to use the Clubhouse/Pavilion:

- a. Association committee and club meetings which are scheduled on the calendar.
- b. Social functions to which all Association members are invited.
- c. Meetings/events with twelve or less attendees and not involving the sale of goods or services.

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- d. Groups that benefit the community and that are specifically approved by Board.

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**GUEST ROOM RESERVATION AND INVOICE**

Today's Date \_\_\_\_\_

Bedroom 1-1<sup>st</sup> night at \$45.00 date \_\_\_\_\_ \$ \_\_\_\_\_

Bedroom 1-# of additional nights at \$45.00 each ( ) \$ \_\_\_\_\_

Date(s) \_\_\_\_\_

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Bedroom 2-1<sup>st</sup> night at \$45.00 date \_\_\_\_\_ \$ \_\_\_\_\_

Bedroom 2-# of additional nights at \$45.00 each ( ) \$ \_\_\_\_\_

Date(s) \_\_\_\_\_

SUBTOTAL \$ \_\_\_\_\_

LESS NON-REFUNDABLE\* DEPOSIT \$ \_\_\_\_\_  
(Due at time of booking)

Paid by Check # \_\_\_\_\_

Date Paid \_\_\_\_\_

TOTAL DUE AT END OF STAY \$ \_\_\_\_\_

\* The deposit is refundable if the reservation is cancelled at least ten (10) days prior to initial occupancy date.

**Check In is after 2:00 p.m. Check Out is Noon** (to provide adequate time for cleaning).

Clubhouse Door Lock Codes: FRONT DOOR nnn BACK DOOR nnn

Guests may use the pool, dock, and kitchen facilities. The thermostat which controls the temperature for all rooms in the clubhouse is located on the upper level.

Since the Clubhouse is also used by other members, you may see members entering or leaving at various times.

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FPOA MEMBER \_\_\_\_\_

LOT NUMBER \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

**PLEASE LEAVE THE KEYS AND YOUR PAYMENT IN THE ROOM BEFORE LEAVING.**  
**PLEASE LOCK THE DOORS.**

Make checks payable to: FOOTHILLS POINTE OWNERS' ASSOCIATION or FPOA.  
**All checks should be from FPOA members, not from their guest(s).**