

Rules for using Columbia Point Rec Room

Draft #3 October 10, 2016

Location: The Columbia Point Rec Room is unit #190B. It is on the ground floor of Building A, facing the outdoor pool. It consists of a small meeting room with one table and approximately 10 chairs, and an adjoining single-person rest room. Maximum legal occupancy is 25 people, but this would feel crowded...a practical upper limit would be 15-20. It adjoins two homeowner units: one above and one on the side. Due to our rec room's small size and adjacency to 2 homeowner-occupied units, our rec room is appropriate only for small groups and quiet activities. It is not appropriate for large groups and/or noisy activities.

How to Reserve the Rec Room: The only way to use the rec room is to reserve it. Any Columbia Point homeowner may reserve the rec room by emailing the chairman Dan McIntyre at dan55dan55@aol.com or phoning Dan at 503-286-9833. Tell Dan the day and time you wish to use the rec room, and how long you wish to use it, and for what purpose. If Dan finds your planned usage to be inconsistent with Columbia Point's rules, Dan may decline to allow you to use it. The rec room is for the personal use of homeowners and their guests. The homeowner must be present in the rec room throughout their usage of it.

Hours of availability: The rec room is available for homeowner use between 9am and 11pm. Do not reserve the rec room for more hours than you actually plan to use it. If you plan to use the rec room for only a few hours, reserve it only for those hours, not for all day.

Noise: The rec room is subject to the same rules regarding noise that all units at Columbia Point are subject to. Rec room users are responsible for ensuring that no noise from their use of the rec room is audible in the adjacent homeowner units. If other homeowner's complain about noise from the rec room, the rec room user will be warned once. If homeowner complaints continue, the rec room user's reservation will be revoked on the spot and the rec room will be vacated.

Access: Access to the rec room is by keycard only. There is a special keycard that gives access to the rec room. If you reserve the rec room, phone Dan McIntyre at the number above to arrange to pick up the keycard. Your ordinary pool keycard will not work. After your usage is done, return the keycard promptly to Dan in unit #102.

May renters use the rec room? No

May Columbia Point West homeowners use the rec room? Not currently. After CP West makes their association room available to CP homeowners, reciprocal arrangements will be considered by the CP board.

What about when the outdoor pool is open? When the outdoor pool is open, the rec room's rest room is the official rest room for all pool users' use. Rec room users must allow all pool owners to have unrestricted access to the rec room's rest room at all times.

Smoking: Smoking of all possible kinds is banned in the rec room. Any homeowner who reserves the rec room is responsible for the compliance of all guests with this rule. If anyone violates the smoking ban in the rec room, the reserving homeowner will be charged a \$500 fine for cleaning.

Alcohol: Alcohol use is discouraged but not banned. If alcohol is consumed, it must not be consumed by anyone under legal drinking age in Oregon, and it must be consumed in an atmosphere that is peaceful and quiet and orderly. Noise and disorder will not be tolerated in the rec room.

Music: Music is discouraged but not banned. If you play music in the rec room, you are responsible for ensuring that no sound is audible in any other homeowner's unit. Any complaint of noise from any other homeowner will be taken as proof that this rule has been violated and you will be given one warning. If a second complaint occurs, your reservation will be terminated and you will be required to vacate the rec room immediately.

Children: Any guest under the age of 21 may use the rec room only if a homeowner 21 years or older is continuously present in the rec room.

Illegal activities: Illegal activities are banned in the rec room. If any illegal activity occurs in the rec room, the reserving homeowner will be barred from using the rec room for 2 years. A second violation of this rule will result in a permanent ban of the reserving homeowner from rec room use.

Cleanup: The reserving homeowner is solely responsible for ensuring that the rec room is in the same state of cleanliness at the end of the homeowner's use that it was at the beginning of the use. If the rec room is left in an untidy state, the reserving rec room will be charged a cleanup fee consisting of actual cost to clean up or \$200, whichever is higher. If you leave the rec room clean, there will be no cleaning fee.

Damage: The reserving homeowner is responsible for, and will be billed at cost + \$200 for, any damage to the rec room or its contents that occurred during the time the homeowner was using the rec room. All determination of damage and costs to repair will be made by the board or a representative assigned by the board, whose decision will be final. Any bill for damages will be treated like an official fine for a rules violation.

Scheduling conflicts: In general, we do not anticipate there will be many scheduling conflicts. However, at certain holiday times there may be scheduling conflicts. So here is the system. If you wish to reserve the rec room anytime within the next 30 days, and if no one has already reserved it, then you will be given the reservation, first come first served, for your desired day and hours. However, if you wish to make your reservation MORE than 30 days before your intended use of the rec room, then your request will be held until 30 days before your intended use, at which time your request and all other requests for the same day and time will be selected by a lottery, and the winner will be awarded the reservation. This system is intended to give everyone reasonable time to prepare for use, but also to give everyone a chance to reserve the rec room on popular days.

Canceling a reservation: A homeowner must cancel a reservation as soon as the homeowner realizes that he/she will not be using the rec room at the reserved date/time (this is so others may use it). If a homeowner cancels more than twice during a calendar year, the homeowner may be considered to be gaming the system.

Can I reserve the rec room for multiple days in a row? In general, no. If you wish to do so, you may make the request, and if no one else requests any of the days/hours you have requested, you may be granted the request. But this will be determined on a case by case basis by the board or a board designee, all decisions final.

How far in advance can I make a reservation? Rec room reservations can be made no more than 90 days in advance.

Can one homeowner reserve all major holidays all at once? No. If a homeowner reserves the rec room for one major holiday (as defined by the board), then within the next 180 days that homeowner may reserve the rec room for additional major holidays only if no other homeowners have requested a reservation for those major holidays. This rule is to ensure that all homeowners have an equal chance to use the rec room on major holidays.

Can I reserve the rec room for only a few hours? YES! Homeowners are strongly encouraged to reserve the rec room only for the specific hours they intend to use it. Reserving the rec room for all day and then actually using it for just a few hours may be considered gaming the system.

Pets: Pets are discouraged but not banned from being in the rec room. If a pet is brought into the rec room, it should be for a specific purpose, and the pet must be meticulously cleaned up after. No trace of a pet's presence should remain after the homeowner's use of the rec room ends.

Gaming the system: Our rules are designed to give all homeowners equal and fair access to our rec room. Please do not try to game the system. Homeowners that the board determines are attempting to game the system may be banned from reserving the rec room for a period of time to be determined by the board.

Columbia Point Condominiums

RECREATION/CONFERENCE ROOM USE REQUEST FORM

Name (print) _____ Unit No. _____

Date Requested _____ Start Time _____ End Time _____

Signature _____

By signing this request, I agree that this is a request only and does not guarantee a reservation for the above date or time. I further agree to abide by the full Rules for using the Columbia Point Rec Room, including the points included in the rules summary below.

Partial Summary of Key rules for using the Columbia Point Rec Room

Hours: Between 9am and 11pm only.

Noise must not be audible in adjacent units. Use privileges may be revoked if there are complaints.

Access is by special keycard only, which must be returned after use.

May renters use the rec room? No. Homeowners only and their guests.

When the outdoor pool is open, Rec room users must allow all pool owners unrestricted restroom access.

Smoking of all possible kinds is banned in the rec room. Violators will be charged a \$500 fine for cleaning.

Alcohol use is discouraged but not banned / must not be consumed by anyone under legal drinking age in Oregon / must be consumed in an atmosphere that is peaceful and quiet and orderly.

Music is discouraged but not banned / must abide by noise rules (above) or use privileges may be revoked.

Children under the age of 21 must be continuously accompanied by a homeowner 21 years or older.

Illegal activities are banned in the rec room. Violators will be barred from using the rec room for 2 years / 2- time violators will be barred permanently.

Cleanup: The reserving homeowner must leave the rec room in the same state of cleanliness that it was at the beginning of the use. Violators will be charged the actual cost to clean up or \$200, whichever is higher.

Damage: The reserving homeowner will be billed at cost + \$200 for, any damage to the rec room or its contents that occurred during homeowner usage.

How to Reserve the Rec Room: email Dan McIntyre at dan55dan55@aol.com or phone 503-286-9833