

REGULATION 26-2002, AMENDMENT #12

WHEREAS, the Board of Commissioners of the Holiday Island Suburban Improvement District wish to amend Regulation 26-2002 enacted on February 4, 2002;

BE IT RESOLVED, by the Board of Commissioners of the Holiday Island Suburban Improvement District, that the Holiday Island Suburban Improvement District Code of Regulations is hereby amended as indicated below and made effective on _____, 2008.

WE FURTHER CERTIFY THAT, at a Regular Meeting of the Board of Commissioners of the Holiday Island Suburban Improvement District, duly called and held on _____, 2008, at which a quorum was present and voting, the following regulation amendment was adopted.

CHAPTER 5, ARTICLE II. Use of Recreational Facilities, is amended as follows:

Sec. 5-34. Golf course rules (9-hole and 18-hole courses)

(3) *Fee options:*

a. Property owners may purchase in advance a Property Owner golf discount card, which may be used by guests of the property owner. Each card is good for five (5) 18-hole rounds. The cost of the card is identified in section 5-38. ***The District reserves the right to require*** Property Owners ***to*** must be present ***to*** ***when*** checking in their golfing guest(s) under this program ***if abuse is suspected***.

Sec. 5-35. Rental facility rules.

All District rental facilities including, but not limited to, the Holiday Island clubhouse ballroom, clubhouse multipurpose rooms, recreation center meeting room(s), the barn, and the pavilion are primarily for the use and benefit of Holiday Island property owners whose group activities are comprised of at least 70 percent property owners. For the purpose of designating appropriate fees and deposits, the District recognizes four distinct groups of users of District rental facilities: Group A--Holiday Island service organizations, consists of those organizations whose sole purpose is to benefit all Holiday Island property owners. Examples include (but are not limited to) the homeowners association, the neighborhood watch, and the fire department auxiliary. Group B--Holiday Island clubs and organizations, consists of groups that do not meet the criteria outlined under Group A, but have at least 70 percent of its membership composed of Holiday Island property owners. These groups must have paid a ~~\$25.00~~ reservation/cleaning deposit fee and have submitted a two-year schedule of meeting dates and times. Group C--Holiday Island property owners, consists of property owner users, as defined in section 5-2, who may reserve a

facility without meeting any composition requirements. Group D—Non-property owners, consists of users of District rental facilities who do not meet the definition of a property owner as outlined in section 5-2.

The District reserves the right to require a sign-in sheet of groups to determine property owner composition. Holiday Island property owner groups and organizations, individual property owners, and outside organizations may rent the facilities as provided below.

(1) *Reservations--Holiday Island property owner groups and organizations:*

- a. A reservation period from the last Monday in October through the last Monday in November is established each year for Holiday Island property owner groups and organizations to submit standing scheduling requests.
- b. Requests must include standing scheduling requests for a two-year period, a membership roster for the group or organization, an estimated attendance count per scheduled date, the facility requested for use, and a contact representative (with relevant contact information--address, phone number(s), e-mail address, etc.).
- c. Facility assignments will be made based on the size of the organization, past attendance counts, past scheduled dates, expected attendance count per date, and the facility guidelines outlined in this section.
- d. Groups or organizations with either a membership of ten or less or with a regular attendance at scheduled dates of ten or less will be scheduled in the clubhouse multipurpose room B or other similarly sized facilities; exceptions will be considered based on the type of activity to be conducted.
- e. Every attempt will be made to accommodate every date requested; scheduling conflicts will be resolved between the District and the contact representative of each affected group.
- f. An annual usage fee will be required from every Holiday Island property owner group and organization requesting the use of the Clubhouse ballroom, the Barn and the Island room. This fee will be used to help offset maintenance and cleaning expenses.***
- f. ***g.*** A ~~\$25-00~~ reservation/cleaning deposit will be required from every Holiday Island property owner group and organization

requesting the use of HISID rental facilities and must be submitted with scheduling request. **Annual** The deposits will be valid until said group/organization disbands or decides not to submit a standing scheduling request in subsequent years; only at this time will the reservation/cleaning deposit be refunded. If a group/organization is deemed to have left the facility in an unacceptable condition, this deposit will be forfeited and must be resubmitted before the next scheduled usage. **A deposit per event will be charged to all Holiday Island property owner groups and organizations requesting the use of the Clubhouse ballroom and kitchen facilities. An "event" is defined as one continuous room booking without interruption, up to a maximum of 3 days.**

g. **h.** Cancellations of scheduled dates must be made no later than 72 hours in advance of the scheduled date. Violation of this cancellation provision will result in the forfeiture of the reservation deposit, and a new reservation deposit will be required prior to the next scheduled date. This provision will not be enforced if, in the judgment of the District Manager, severe/winter weather conditions require District rental facilities to be closed.

h. **i.** Holiday Island property owner groups and organizations must re-submit their standing scheduling requests (in the form outlined above) each subsequent year during the reservation period established in section 5-35(1)a.

i. **j.** All other facility usage requirements outlined in this section will remain in effect.

(2) *Reservations--Individual Holiday Island property owners and all others:*

a. On the first Monday of December, the District will accept scheduling requests from individual Holiday Island property owners and all other groups and individuals on a first-come, first-served basis.

b. Requests may be made for no more than two years in advance.

c. Individual property owners and outside organizations making reservations for private use of Holiday Island rental facilities must make advance rental and deposit payments, in two separate checks clearly noted as "rent" and "deposit" and in the amounts set forth in section 5-38, and sign a user agreement. The "deposit" check will be returned after the facilities are cleaned, inspected,

and approved by the appropriate District employee. Cleaning deposits will be returned within two weeks following inspection.

d. All other facility usage requirements outlined in this section will remain in effect.

(3) *General conditions applicable to all rental facility users:*

a. Special events can be scheduled at any time. District activities take priority over all other activities.

b. All reservations scheduled for special events and activities shall be made in advance.

c. Keys for facilities must be signed for and must be returned after clean up by the individual signing the rental agreement. At no time will any Holiday Island rental facility be left unlocked and unattended while being rented. Keys must be returned no later than the next day; in the event keys are not returned, the individual signing the rental agreement will forfeit the cleaning deposit, and the facility will be re-keyed at the renter's cost.

d. Only activities in which a majority of the participants are adults over age 21 are permitted in Holiday Island rental facilities; exceptions will be granted by the District Manager with proof of significant adult attendance for supervision.

e. Events will be scheduled in facilities based on size (all occupants, attendees, hired staff, entertainment, etc.) and activity. Exceptions will be granted by the District Manager (or his designated representative) for smaller group activities requiring additional space per person, such as exercise groups, art classes, dancing, etc.

Facility	Participant Restrictions
Clubhouse ballroom	No less than 147 and no more than 235
The barn	No less than 78 and no more than 147
Multi-purpose room A	No less than 5 and no more than 40
Island Room	No less than 5 and no more than 40
Multi-purpose room B	No less than 5 and no more than 15
HISID board room	No less than 20 and no more than 100

Pavilion	No less than 10 and no more than 150
Clubhouse library	No less than 5 and no more than 15

f. The District reserves the right to suspend any or all privileges granted to any organization, group, or individual whose activities or use of Holiday Island rental facilities is considered unacceptable by the District.

(4) *Fees and deposits:*

a. ***With the exception of the Clubhouse ballroom, the Barn, and the Island room,*** authorized property owner groups (those groups meeting the 70 percent property owner criteria) will not be charged for the use of Holiday Island rental facilities. Clean up after use is required, however. Authorized groups not fulfilling cleaning obligations may be required to post ***an additional*** cleaning deposit prior to any future use of any Holiday Island rental facilities.

b. Deposits are required at the time of the reservation. Rental fees must be paid no later than two weeks in advance of the scheduled activity. Cancellations must be made at least two weeks prior to the reserved date. Cancellations within two weeks of the reservation date will forfeit the cleaning deposit.

c. All rental fees are set up on a per-hour basis.

d. Individual property owners and outside organizations must pay rental fees and cleaning deposits as outlined in section 5-38.

e. Groups or organizations using HISID facilities and charging admission, selling products, and/or charging a class fee, shall reimburse the District by the following schedule based on attendance and usage:

Per Occurrence:	
15 or less	\$ 5
16-50	\$10
51-100	\$25
Over 100	\$50

This fee is in addition to any required rental fee.

(5) *User responsibilities:*

- a. Property owners (and their guests) and visitor users are expected to use all due care with the furniture, fixtures, and facilities when using Holiday Island rental facilities. These facilities are maintained for all Holiday Island property owners via their annual assessment and should be treated accordingly.
- b. The organization, group, or individual using the facility agrees to assume full responsibility for any damages to the building or its contents resulting from the use of the rented facility.
- c. No pets or animals of any kind are allowed in Holiday Island rental facilities, with the exception of handicap-assistance animals.
- d. All Holiday Island rental facilities are non-smoking facilities.
- e. The District actively encourages all groups and/or organizations using the clubhouse who require catering services to utilize the services of the District Pro Shop food service operation.
- f. Individuals using Holiday Island rental facilities are expected to return said facilities to the condition in which they were found by following the cleaning procedures outlined below:
 1. Sweep and dust mop (as needed) all floor areas, and wipe up any spills; vacuum all carpet areas as needed; pick up trash from floors, tables, and cabinets.
 2. Damp wipe and dry all tables, chairs, counter tops, and sinks used.
 3. Reposition all furniture to its original location; place any additional tables and chairs used in storage areas (tables and chairs are not to be left on the ballroom dance floor).
 4. Clean kitchen areas (if used); clean and empty refrigerator; turn off all cooking devices; clean all dishes and utensils and store in designated areas; empty dishwasher; remove all food.
 5. Securely bag all trash and garbage, and place in designated trash cans or dumpsters located outside rented facilities.

6. Clean restrooms; pick up trash; sweep floors; wipe down counter tops.
7. Remove all decorations placed by users for their functions.
8. Turn off all lights, lock doors, and return keys promptly when cleaning procedures are completed.

Sec. 5-38. Amenity fee schedule.

(c) *Holiday Island rental facility fees and deposits.*

Usage Fees
(Tax will be added to all usage fees)

Room	A. HI Service Organizations	B. HI Clubs & Organizations	C. Property Owners	D. Nonprop. Owners
Clubhouse ballroom, kitchen included	\$75/year, 6 or less dates; \$150/year, 7 or more dates	\$125/year, 6 or less dates; \$200/year, 7 or more dates	\$20/hr. (4 hr. min.)	\$60/hr. (4 hr. min.)
Clubhouse ballroom, Kitchen not included	\$50/year, 6 or less dates; \$100/year, 7 or more dates	\$75/year, 6 or less dates; \$125/year, 7 or more dates	\$10/hr. (4 hr. min.)	\$50/hr. (4 hr. min.)
Barn, kitchen included	\$50/year, 6 or less dates; \$100/year, 7 or more dates	\$75/year, 6 or less dates; \$125/year, 7 or more dates	\$10/hr. (4 hr. min.)	\$50/hr. (4 hr. min.) or \$300 all day
Multi-purpose room A	No charge	No charge	\$10/hr. (2 hr. min.)	\$20/hr. (2 hr. min.)
Island room	\$25/year, 6 or less dates; \$50/year, 7 or more dates	\$50/year, 6 or less dates; \$100/year, 7 or more dates	\$10/hr. (2 hr. min.)	\$20/hr. (2 hr. min.) or \$100 all day

Multi-purpose room B	No charge	No charge	\$2/hr. (2 hr. min.)	\$5/hr. (2 hr. min.)
HISID board room (limited/discretionary use)	No charge	No charge	\$15/hr. (2 hr. min.)	\$25/hr. (2 hr. min.)
Pavilion	No charge	No charge	\$5/hr. (2 hr. min.)	\$15/hr. (3 hr. min.)
Clubhouse library	No charge	No charge	Not avail.	Not avail.

Cleaning Deposit
(Required to Secure Reservations)

Room	A. HI Service Organizations	B. HI Clubs & Organizations	C. Property Owners	D. Nonprop. Owners
Clubhouse ballroom, kitchen included	\$125/event	\$125/event	\$175/event	\$250/event
Clubhouse ballroom, Kitchen not included	\$50/year	\$50/year	\$80/event	\$150/event
Barn (includes kitchen)	\$50/year	\$50/year	\$80/event	\$150/event
Multi-purpose room A	\$25/year	\$25/year	\$60/event	\$125/event
Island room	\$25/year	\$25/year	\$50/event	\$125/event
Multi-purpose room B	\$25/year	\$25/year	\$25/event	\$50/event
HISID board room (limited/discretionary use)	\$25/year	\$25/year	\$100/event	\$150/event

Pavilion	\$25/year	\$25/year	\$40/event	\$40/event
Clubhouse library	\$25/year	\$25/year	Not Avail.	Not Avail.

All rules and regulations in conflict herewith following the effective date are hereby rescinded.

PASSED AND ADOPTED, by majority vote of the Holiday Island Suburban Improvement District Board of Commissioners this _____ day of _____, 2008.

Harley Barnum, Chairman

(SEAL)

ATTEST:

Bruce Larson, Secretary

First Reading:

Second Reading:

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