



Garden Villa Recreation Room Rules
Resolution 03-19-84; Adopted August 20, 2019

I. Purpose

The purpose of this document is to define the policies of Third Laguna Hills Mutual ("Third") regarding the use of Garden Villa Recreation Rooms.

II. Definitions

For the purposes of this policy:

- a. Building Captain - a volunteer resident of a Garden Villa Unit who provides assistance to residents of the building they are assigned to.
- b. Community Rules - the Articles of Incorporation, Bylaws, the recorded Covenants, Conditions, and Restrictions (CC&Rs); and any rules and regulations adopted by Third. Any reference to the "Governing Documents" shall, for purposes of this Policy, be deemed a reference to the Community Rules set forth in this definition.
- c. Garden Villa Recreation Rooms – are located in 53 Garden Villa buildings.
- d. Rec Room – a room in each building used for a variety of purposes; has restrooms, refrigerator, stove, billiard table, card tables, and chairs. Also known as a "Recreation Room".
- e. Residents are defined as an individual approved to reside in a Garden Villa Unit.

III. Conditions

- a. Recreation Rooms in Garden Villa buildings may be used only by residents of the building and guests of residents. A resident must be present in the Recreation Room when non-residents use the Recreation Room.
- b. Scheduling the use of Recreation Rooms is the responsibility of the Building Captain.
- c. All residents (including lessees) are entitled to have a key to the Recreation Room. Keys may not be reproduced and given or loaned to any non-resident.
- d. Recreation Rooms may not be used for commercial purposes of any kind, for overnight sleeping, as a place to live or for a place to house and use exercise equipment.
- e. Residents who live in a Garden Villa building and are members of a Club registered with the Recreation Services Department may use the Recreation Rooms for meetings of that Club, provided the Resident is present at that Club meeting.
- f. No monetary or other compensation may be collected for the use of the Recreation Rooms.

- g. An insert and a plastic cover are provided for the protection of billiard tables. These are to be on the billiard table at all times, except when the table is being used to play billiards.
- h. Food, hot and cold, may be served in Recreation Rooms. Kitchen tabletops and folding tables supplied by the residents of the building are to be used for serving hot and warm foods and liquids.
- i. It is the responsibility of residents who use the Recreation Room to avoid staining the carpet or dropping food on the carpet. It is also the responsibility of residents who use the Recreation Room to clean up food dropped on the carpet and clean up any stains on the carpet. While Staff will attempt to clean carpet stains when requested, residents should be aware that the cost to clean, repair and replace carpet adds to the cost of maintaining the Recreation Rooms.
- j. Only when the billiard table is not in use and has the protective insert in place and plastic cover on it may the table be used for food service. However, no liquids or warm or hot food may be placed on the billiard tabletop. Maintenance of billiard tables is paid for out of the Recreation Room monthly assessment paid by manor owners.
- k. The extra monthly Recreation Room assessment, assessed by the Garden Villa Association, is used for the refurbishment of Recreation Rooms. Including the original issued equipment of: counter tops, rest rooms refrigerator, stove, flooring, ceiling, heater/air conditioners, cue tips, ball rack, four card tables, 24 card table chairs, billiard table, bridge, nine cue sticks, cue stick rack, 19 billiard balls, ball rack, flooring and painting of walls.
- l. Residents may add furnishings to Recreation Rooms. It is up to each building to set and enforce its own rules regarding this. Recreation Rooms are not a dumping ground for old furniture. Manor owners are responsible for removing non-used, non-original issue furnishings left in the Recreation Rooms.
- m. Requests for repairs and replacements are made through the Resident Services Division.
- n. Recreation Rooms are cleaned every week by VMS Staff. Residents who use the Recreation Rooms are required to clean the room after usage.
- o. Food is not to be stored in Recreation Rooms other than for same-day usage.
- p. Pets are not permitted in the Recreation Rooms unless a service dog.

V. Enforcement

Third Members are personally responsible for ensuring that the rules, regulations, and policies are followed by anyone they allow into the Community. This includes any Co-occupant, Lessee, or Guest.

Third is authorized to take disciplinary action against a Member found to be in violation of the Garden Villa Recreation Room Policy. When a violation occurs the Board is obligated to evaluate and impose if appropriate, member-discipline

as set forth in the governing documents. The Board of Directors has the authority to impose monetary fines, suspend Member privileges, and/or bring forth legal action. Additionally, the Board may seek reimbursement for remediation cost associated with damage to the Recreation Room.