

# **ARROWOOD COMMON AREA RULES**

## **GENERAL RULES**

1. The Arrowood Master Association common areas are the Recreation Building, the Barbecue Areas, the Village Green, the Viewpoints, the Pool and the Landscape Slopes. These areas are for the exclusive use of owners, tenants, and their guests.
2. All owners and tenants will be held responsible for their conduct and their guests' conduct and compliance with these rules and any other rules applicable to Arrowood Master Association common areas.
3. Possession or use of alcoholic beverages in the common areas is strictly prohibited.
4. Rough or boisterous conduct, profanity, assault, gambling, or violations of the law are grounds for immediate expulsion.
5. All dogs must be on a leash at all times. Pet owners must immediately remove all animal waste. Trained dogs used for assistance by visually impaired, hearing impaired or physically handicapped persons are permitted for use by the person for whom the animal provides assistance.
6. All trash and debris shall be placed in proper receptacles.
7. No activities in the Association facilities shall be permitted which disturb nearby residents.
8. Replacement pool passes are subject to a charge of \$75.00.
9. The Association reserves the right to close any and all portions of the common areas at any time in order to repair, clean or otherwise maintain them.
10. An owner may assign the right to use the common areas to the owner's tenants. The owner shall notify the association management of such assignment in writing. The owner shall have no right to use the common areas during the periods of the assignment to the tenants. Tenants may not use the common areas in the absence of an assignment of the right to do so by the owner.
11. The owner or tenant must be present AT ALL times during the use of the common areas by their guests.
12. No glass bottles or containers shall be used in the common areas.
13. No open fires, barbecues (except those provided) or cooking appliances shall be used in the common areas.

## RECREATION BUILDING USE

1. The Recreation Building is for the use of the owner and tenants of Arrowood Master Association and their designated guests. All others, including fraternal organizations, church groups, clubs, companies, or any other organizations of which a tenant is a member, must have prior approval from the Board of Directors. Requests will be reviewed on a case-by-case basis.
2. The rights of every member and authorized group to use the facilities of the Association go hand-in-hand with the same rights of others. Any individual or group abusing the rights of use granted under these Association Rules and Regulations may have those rights suspended at the discretion of the Board of Directors.
3. Guests must be accompanied by owners or tenants upon entrance. Owners and tenants will be held responsible for the conduct of guests and their observance of the rules.
4. Animals (except trained dogs used for assistance with the handicapped), bicycles, skateboards, or scooters are not permitted within the building.
5. Rough or boisterous conduct, profanity, assault, gambling, or violation of the law are prohibited and are all grounds for immediate expulsion. All illegal activities will automatically be referred to the local authorities for prosecution.
6. It is the responsibility of the owner or tenant renting the facility to assure that his/her guests abide by the regulations set forth by the Association. If the owner, tenant or the association feel unable to assure such behavior throughout the event, the owner or tenant shall arrange for private security at his/her expense.
7. No smoking is allowed in the building.
8. Use of the Recreation Centers will be denied to all homeowners who are delinquent on payment of assessments over 60 days.
9. Reservations DO NOT include use of the pools, which shall remain open for general resident use.
10. The Association is not responsible for personal items that may be lost or stolen.
11. The Association staff will contact the owner or tenant reserving the facilities approximately one week prior to the use of the facilities to schedule a walk-through meeting. At the meeting, the Association staff will review the rules and policies governing use of the Clubhouse, complete an Inspection Report, and arrange for “day of event” access to the rented facilities.
12. No decorations are to be affixed to Clubhouse furnishings in any manner, i.e. no tape of any kind nor piercing of walls, doors, furniture by push-pins, nails, staples, etc.

13. The kitchen facilities must be left in the same state as they were found. The kitchen may be used for warming, light cooking, refrigerating and serving food only. NO frying is allowed. All cooking/kitchen utensils as well as any items needed for clean up after food service are to be provided by the homeowner. If caterers are used, it is the responsibility of the owner or tenant to advise the caterers of these requirements.
14. If refreshments are served, owners or tenants must provide sufficient napkins, drink coasters, etc. so as to protect all furnishings in the facility.
15. All refuse (trash) must be bagged and removed to the trash dumpster at completion of the event. Owners or tenants must check all areas included in the rental for trash (rest rooms, hallways, and barbecue areas, etc).
16. The pool gate shall not be propped open nor allowed to remain open for access to the facilities.
17. Violations of any of these rules may result in forfeiture of all or part of the Security Deposit.
18. Maximum occupancy in the recreation building is *45 persons*.
19. When using the Barbecue Areas, owners and tenants must abide by all instructions and procedures established for the use of the barbecue. Users shall provide utensils and supplies for the operation and use of the barbecue.
20. Please keep music and party noise to a volume that will not annoy others. Amplified music is NOT permitted. Live music is permitted provided that it does not create a disturbance.

### **SCHEDULING**

1. The Recreation building is reserved on a first come, first served basis by any member of Arrowood for social or recreational functions. Thirty (30) days advance notification is desired and reservations will not be taken before 90 calendar days prior to the scheduled event. No owner or tenant may reserve the recreation building for more than four events per year without Board of Directors approval. If a resident desires to reserve the facilities more than four (4) times in any calendar year period, the group must be made up of 50% or more of Arrowood residents. Any regularly scheduled function must be approved by the association management. The association management may request certificate of insurance from organized groups.
2. All reservations must be made in person or by telephone at the Management's office, 3618 Ocean Ranch Blvd, Oceanside CA 92056 or via email [arrowood@avalonweb.com](mailto:arrowood@avalonweb.com) during regular business hours Monday through Friday (except holidays). The requesting resident may be required to furnish proof that the residents permanent mailing address is within the confines of Arrowood.
3. A signed liability and property form, "Facility Reservation Form" (see Exhibit A) and a signed "Facility Inventory and Check List" form (see Exhibit B) are required by the Association.
4. A damage and cleaning deposit of \$250.00 is required for the rental of the facility two weeks prior to the scheduled event. This deposit is refundable provided no damage to either the room, furnishings or equipment has occurred and that clean up by the Association was not required. The

cost of damage and cleaning services will be deducted from the deposit. If, as a result of scheduled use, damages or clean-up costs exceed the above damage deposits, the resident who reserved the facility will be held responsible for the difference.

5. In addition to the damage and cleaning deposit, a non-refundable rental fee of \$75.00 is charged for the use of the facility.

### **BARBECUE AREA**

1. The barbecue area is available on a first come, first serve basis. The barbecue area on the west side of the pool behind the gates is available on a reservation basis only.
2. Users must provide all utensils, paper and plastic goods, etc. No glass bottles or containers allowed.
3. The barbecue is equipped with a fan that must be on when operating the barbecue.
4. Users must leave area in clean condition and remove ALL trash.
5. The barbecues must be cleaned and turned off prior to leaving the area.
6. Only the facility barbecue open to the pool area is authorized for cooking. No additional barbecues or other cooking appliances shall be used.
7. Barbecues are to be operated only by adults.
8. Please note that the low, gated enclosure around the reserved barbecue area is not intended as a "pool safe" barrier. Close adult supervision of children is required at all times during activities within the reserved barbecue area.

### **VILLAGE GREEN AND VIEWPOINTS**

1. Nothing shall be stored, grown, or displayed on the village green or viewpoint areas unless approved in writing by the Board of Directors.
2. The village green may not be rented and it is not to be used for any parties, wedding or celebrations except as permitted by the Board of Directors.
3. No outdoor fires are permitted in the village green.
4. No noxious or illegal activities are allowed.
5. No activity shall take place that may be or may become an annoyance or a nuisance to other residents.

### **POOL AND RULES**

1. No lifeguard on duty! Use the pool at your own risk.

2. Children under the age of 14 years are not allowed in the pool unless accompanied by an adult.
3. Persons with infectious diseases, sores, or bandages are not permitted in the pool.
4. Diving is not permitted in the pool. Jumping into the pool feet first is permitted provided the person is facing the water. Backward jumping and flips into the pool are prohibited.
5. No boogie boards, rafts, inner tubes, noodles, kickboards, bicycles, scooters, skateboards or other toys or devices are permitted in anywhere in the pool or enclosed pool area. Flotation devices that can be worn as a safety feature, such as a life jacket or similar will be allowed for swimming assistance only. Final authority on what is allowed into the pool and pool area will be delegated to the pool monitor if one is on duty.
6. No animals (except for trained dogs used for assistance with the handicapped), alcoholic beverages, or smoking are permitted in the pool or pool area.
7. No glass bottles or containers shall be used in the pool or pool area.
8. No horseplay, running, or other dangerous activities are permitted in the pool or pool area.
9. No foul or abusive language is permitted in pool or pool area.
10. Radios, CD players, and other listening devices shall be used solely with headphones.
11. Appropriate swimming attire is required in the pool and pool area.
12. Infants and toddlers must wear diapers with waterproof pants with elastic at the legs while in the pool or pool area.
13. Each resident must use only his or her own keycard for access to the pool area.
14. Guests must be accompanied by a homeowner or tenant who presents the proper identification.
15. Management of Arrowood Master Association may suspend any person(s) from use of the facility for violating these rules.

### **TOT LOT RULES**

1. Adult supervision required at all times
2. To avoid strangulation, do not wear helmets, necklaces or clothing with hoods, cords, or drawstrings while using playground equipment.

3. To avoid burns, parents should check for hot playground surfaces before allowing children to play.
4. Take turns on all play equipment.
5. No pushing, shoving, or rough play.
6. Be careful when the equipment is wet.
7. Use the equipment correctly.
8. Do not play on broken or damaged playground equipment. Report broken or damaged equipment to the HOA Management.
9. Do not walk up or climb on slides. Slide feet first, face forward, in a seated position, one at a time.
10. Do not climb on or over safety rails, walls, barriers, roofs, or swing frames.
11. Do not run on, jump off, or dive off playground equipment.
12. Do not walk or climb on top of overhead ladders ("monkey bars"). Use overhead ladders one rung at a time.
13. Swing in a seated position and do not twist chains or jump out of swings.

#### **LANDSCAPE SLOPES**

1. No owner or tenant shall enter the Landscape Slopes except to repair or maintain the walls or fences adjoining their properties.