Memo

To: David Twiggs, COO/General Manager

From: Linda Mayhood, Asst. General Manager

Date: May 18, 2016

Re: Consent Agenda Items 16 - 20 – Policy Revisions:
   16. Chapter One, Article 4
   17. Chapter Two, Articles 1, 4, 5, 10
   18. Chapter Three, Articles 1, 5, 6, 7, 9, 13, 15
   19. Chapter Four, Article 6
   20. Chapter Six, Article 1

Staff has reviewed the policies noted below and propose updates to ensure that the policies reflect current practice.

The proposed revisions reflect changes in wording to clarify current practices.

**Chapter One- Administration, Article 4 – Refund Policy**
1) Revises eligibility requirement for refund of annual green fee, cart lease, fitness center or tennis center from significant to permanent medical disability for duration of fee year.
2) Revised to add “The permanent medical disability refund is a one-time occurrence and the Property Owner forgoes the ability to purchase the same annual fee pass for any future year.
3) Revised to add “Medical information will not be stored by the POA.
4) Revised to simplify the formula used to calculate any refund.

**Chapter Two- Facilities and Amenities, Article 1 – Use of Association Facilities Policy**
1) Adds verbiage “POA Staff members have authority to enforce all POA Rules and Regulations.”

**Chapter Two – Facilities and Amenities, Article 4 – Art Display Policy**
1) Revises verbiage to read “No new permanent displays of any kind will be allowed in any POA facility.”

**Chapter Two, Facilities and Amenities, Article 5 – Food & Beverage Policy**
1) Minor verbiage revision.

**Chapter Two- Facilities and Amenities, Article 10 – Memorials**
2) Revised to clarify types and placement of memorials
Chapter Three - Public Safety, Articles 1, 5, 6, 7, 9, 15

1) Minor verbiage revisions.

Chapter Three – Public Safety, Article 13 – Regulation governing the Discharge of Firearms and Archery Equipment Policy.

1) Adds exclusion for discharge of archery equipment during a HSVPOA sponsored hunt.

Chapter Four – Public Works, Article 6 – Road Right-of-Way Policy

1) Revises minimum diameter of driveway culverts to 15”

Chapter Six, Golf, Article 1 Golf Facilities Policy

Significant revisions include the following:

1) Adds – advanced tee time reservations to be guaranteed with valid credit card
2) Deletes Group Golf outings and Allotted Number of Advanced Tee Times
3) Clarifies the definition of “No Show”
4) Clarifies the use of golf facilities by non-property owners.
5) Clarifies policies governing tournaments, league play, high school practice and tournaments.

The current policies, which have been redlined to indicate proposed revisions were discussed at the April 20, 2016 regular meeting.
ARTICLE 4
REFUND POLICY

Refund of an annual fee (green fee, cart lease, fitness center or Coronado tennis).

A refund will be given in case of death, to be prorated monthly from the month after death and paid to the surviving spouse or estate.

A refund will be given in case of a significant permanent medical disability for duration of fee year with the appropriate documentation, a statement from his/her physician, to be prorated monthly from the month after disability. The permanent medical disability refund is a one-time occurrence and the Property Owner forgoes the ability to purchase the same annual fee pass for any future year.

New volunteers and new employees are not subject to eligible to receive annual refunds.

Refunds must be requested in writing to the Director of the cost center or his/her assigns. Prorated refunds will not be considered for anything other than an annual fee listed above.

The following formula will be used to calculate refund. Medical information will not be stored by the POA.

The processing fee is $10

On March 15 a refund is requested on an annual fee of $750. The annual fee is divided by 12 months then multiplied by number of full months to the end of the calendar year.

$750 divided by 12 equals $62.50 per month times 9 full months remaining in the calendar year less $10 equals a refund of $552.50 plus any applicable sales taxes.

Annual fee divided by 12 months multiplied by number of full months to the end of the calendar year. A processing fee as set by the Board of Directors will be charged. A processing fee will be charged. This processing fee is set by the Board of Directors.

12-16-09
Chapter Two, Facilities and Amenities

Article 1

USE OF ASSOCIATION FACILITIES

Section 1. General

The properties and facilities of the Association are maintained for the use, benefit and enjoyment of members and guests.

Members in good standing of the Association may request the use of designated facilities.

The use of POA Association facilities for commercial activities is permitted upon approval of the appropriate facility manager. The POA reserves the right to deny rental/use of POA facilities for any activity deemed not appropriate or in the best interest of the membership.

All users must abide by the rules and regulations of each POA facility. All POA operated facilities are non-smoking.

Except for official business meetings of the POA, all individuals/organizations conducting activities at Association facilities will pay a fee in accordance with rates and schedules established by the POA Board of Directors.

Rules and regulations applicable to POA amenities are contained in the POA Rules and Regulation booklet.

POA staff members have authority to enforce all POA Rules and Regulations.

12-19-84, 1-28-97, 2-25-87, 2-6-02, 2-20-02, 4-16-14
Chapter Two, Facilities and Amenities

Article 4

Art Display Policy

Section 1. Purpose

This policy is applicable to the display of art and memorabilia in buildings under POA control.

Section 2. General

All artists/groups must contact the appropriate facility manager to request display space. There is no fee for the display, however, artists/groups must abide by all rules and regulations governing this activity.

The POA disclaims any liability related to art and plaques displayed at POA facilities.

Section 3. Display Cases at Coronado Community Center

Groups will be allowed to continue their display until such time that they no longer meet at least monthly at the Coronado Community Center or until a major remodeling of the existing facility is done.

No new permanent displays of any kind will be allowed in the Coronado Community Center.

Section 4. Displays in Other Facilities

No new permanent displays of any kind will be allowed in any POA facility.

No memorabilia other than POA items will be displayed on a permanent basis at any facility.

7-24-91, 3-25-92, 4-22-92, 5-26-93, 2-6-02, 2-2-02, 3-16-05, 9-21-05, 1-19-11, 4-16-14
Chapter Two Facilities and Amenities

ARTICLE 5
FOOD & BEVERAGE SERVICE POLICY

Section 1.

The POA shall provide under POA management or through private firms or individuals, food and beverage services at POA owned facilities.

Any POA owned facility managed through a private firm or individual will be independently operated under a separate food and beverage agreement.

These facilities are for the use and enjoyment of the membership, their guests and visitors.

Adopted 8-15-01, 1-19-11, 4-16-14
Chapter Two Facilities & Amenities

ARTICLE 10

MEMORIALS
(Construction on Common Property)

Section 1. GENERAL

This policy provides for the construction and maintenance of Memorials by members of the association, honoring deceased members of the immediate family.

Construction and maintenance of “Memorials” on common property may be permitted under the conditions and guidelines stated below.

Section 2. AUTHORIZATION

Authority for approval shall lie with the General Manager of the Association.

Each project shall be considered on its merits, design and location and shall not be considered as setting a precedent.

Section 3. TYPES OF MEMORIALS

Memorials shall be of such design and construction so as to enhance the aesthetics of the Village and/or be functional; examples:

A. Benches; on golf courses or trails
B. Flag poles; with appropriate flag
C. Foot bridges
D. Trees
E. Flowering shrubs
F. Furnishings; couches, chairs, Site furnishings – picnic tables, benches, playground equipment
G. Plaques

Note: Statues, fountains, and items requiring continuing maintenance and/or operating cost should be avoided.

Section 4. PLACEMENT OF MEMORIALS

Memorials may be located on the following common properties:

A. Trails
B. Parks
C. Golf courses; in the case of benches Memorial Trees only with the location approved by the Director of Golf.

Section 5. FUNDING & MAINTENANCE

Funding shall be the responsibility of the donor of the honoree as their agent(s) and should be sufficient to cover the cost of construction, and on-going maintenance and/or replacement.

Design shall be such as to require minimal maintenance by the P.O.A. Beyond this, responsibility for maintenance shall be agreed upon, in writing, before commencement of the project.

Section 6. REMOVAL AND/OR RELOCATION CLAUSE

Should the “Memorial” become unsightly from lack of maintenance or from deterioration, the P.O.A. reserves the right of removal.

Should the “Memorial” ultimately be in the way of P.O.A. amenity expansion or new construction, the P.O.A. will be responsible for relocation.

Adopted 3-27-85 B.O.D., Amended 10-29-01, 11-14-01, 2-6-02, 2-20-02
Chp. Three – Public Safety

ARTICLE 1

INGRESS & EGRESS

Section 1. Policy

The Association maintains gated entrances to Hot Springs Village to assist members, guests, visitors and others. The number of gates, the type of gate (electronic, keyed, staffed), and the locations for each gate will be determined by operating procedures.

Hot Springs Village property owners have the unimpaired right to ingress and egress to property owned by him/her.

All visitors/guests entering Hot Springs Village will be issued a vehicle identification pass.

Any person not a Hot Springs Village property owner whose only egress and ingress to his property is through Hot Springs Village will not be denied such privilege unless the Association provides alternate access capability.

Section 2. Definitions

A. Member

Any person owning property within Hot Springs Village. The property owner’s spouse and all dependents. (Dependents defined in Property Owners Association ID card policy).

B. “Member in good standing”

Any Hot Springs Village property owner who is current in the payment of all assessments, service and use charges (no more than 60 days delinquent) and not under any suspension of privileges.

C. Guest/Visitor

Any sponsored person granted access to the Village. Members, residents and any other entity authorized by the POA may sponsor guests/visitors. The conduct and actions of a guest/visitor are the responsibility of the party declaring such person to be their guest or visitor.

D. Others

Any person required by law to inspect, perform duties, oversee official activities, regulate or control facilities, personnel, or equipment in Hot Springs Village. Also, includes individuals required to obtain a Hot Springs Village work pass, deliver goods, or provide services.
E. Gates

(1) Electronic – any gate activated by use of an access card issued by the Property Owners’ Association.

(2) Staffed – those having personnel on duty to assist members, guests, visitors.

F. Decals/Passes/electronic Gate Cards

Decals, passes, member ID and electronic gate cards are devices for controlled ingress into Hot Springs Village.

Section 3. Authority

The COO/General Manager and staff are responsible for the development of a standard operating procedure (SOP) to insure the most effective and efficient implementation of the policy.

Section 4. Enforcement

(1) Any misuse, or abuse, of the card privileges may result in confiscation of the card and/or suspension of the card privilege for all cards issued to the party for a period of 30 days for the first offense and indefinitely for any subsequent abuse.

(2) “Tailgating” another vehicle through an electronic gate is prohibited and will be considered an abuse of the card privilege. Only one car per gate activation is permitted.

(3) The Hot Springs Village Property Owners Association shall be the enforcing agency.

1-18-99, Adopted BOD 1-27-99, 7-17-02, 6-17-09, 7-25-13, 8-21-13
Chapter Three Public Safety

ARTICLE 5
REGULATION AND CONTROL OF PETS

SECTION 1. POLICY

The Board of Directors for the Hot Springs Village Property Owners’ Association recognizes the need for specific regulations relative to pets in the Village, and therefore agrees that a specific policy concerning unfettered movement, annoying activity, nuisance activities and animal control is hereby established.

SECTION 2. DEFINITIONS

The following words and phrases shall have the following meaning for purposes of these regulations:
A. Animal – Any description of vertebrate, excluding Homo Sapiens.

B. Animal Control Authority – The person or persons employed by the Hot Springs Village Property Owners’ Association and designated by Garland County and Saline County, as the animal control enforcement officer(s).

C. Annoying Activity – Actions on the part of an animal, or pet that desecrate, destroy or damage the property of one who is not the owner.

D. At Large – Any pet shall be deemed to be at large when he is off the property of his owner, and not under control of a competent person.

E. Detention Shelter – Any premises designated by action of the Board of Directors, Hot Springs Village Property Owners’ Association, for the purposes of impounding and retaining all animals found running at large in violation on this regulation.

F. Humane Manner – Care of an animal to include, but not limited to, adequate heat, ventilation and sanitary shelter, and wholesome food and water, consistent with the normal requirements and feeding habits of the animal’s size, species and breed.

G. Nuisance Activity – Actions on the part of an animal that causes the peace and tranquility of the surrounding area to be disturbed even though the animal is on the owner’s premises.

H. Owner – Any person, group of persons, or entity owning, keeping or harboring pets.

I. Pet – Any animal owned or cared for, for pleasure or companionship or for domestic utilitarian use.

J. Restraint – a pet is under restraint within the meaning of Garland and Saline County ordinances, specific to Hot Springs Village. Any animal classified by either County District Court as Vicious
shall be restrained at any time the owner of, custodian, or person with authority to control a vicious dog permits such dog to go beyond the premises of said owner with a restraint having a minimum tensile strength of 300 pounds and not exceeding three feet in length.

All dogs shall at all times be under the restraint and control of the owner or a responsible person by leash while on Hot Springs Village common and limited property. All dogs shall be on a leash while on the Hot Springs Village trails. Dogs riding in the open bed of any vehicle are required to be controlled from exiting the bed. Dogs are subject to being leashed upon exit from a vehicle outside the legal property limits/boundaries of the dog owner or keeper.

K. Restraint on Trails – Any pet on the Hot Springs Village Trails shall be on a leash and under the control of their owners at all times so as to not be a nuisance or hazard to others.

SECTION 3. AUTHORITY
The COO/General Manager and staff are responsible for operating the shelter within the spirit of guidelines established by the Humane Society of the United States and for working with the HSV Animal Welfare League in accordance with the then current signed Memorandum of Understanding that exists between the two organizations.

SECTION 4. ENFORCEMENT
All federal, state and county laws and ordinances will be enforced where applicable, and charges filed in the appropriate jurisdiction. In absence of a law or ordinance, this policy will prevail and the Board of Directors will have enforcement authority as established by the Declaration. Adopted 11-76, B.O.D., Rev. 3-20-90, 11-2-96, 7-28-99, 10-21-09, 10-17-12, 5-21-14
Chapter Three - Public Safety

ARTICLE 6

TRAFFIC CONTROL – HOT SPRINGS VILLAGE

Section 1. GENERAL

Roadways of Hot Springs Village are private property. Traffic control shall be administered through the Hot Springs Village Police Department. All traffic enforcement is in accordance with the Arkansas Motor Vehicle and Traffic Laws and State Highway Commission regulations.

Section 2. SPEED LIMITS

Speed limits on the streets of Hot Springs Village are established as follows, unless otherwise posted:

A. Primary Roads 40 M.P.H.
B. Subdivision (Residential) Roads 25 M.P.H.
C. Unpaved Roads 25 M.P.H.
D. Main Entrance & Townhouse Areas 15 M.P.H.
E. Parking Lots- POA 5 M.P.H.

The COO/General Manager, upon the recommendation of the Director of Public Works and Director of Public Safety Chief of Police and/or the Public Works Committee may impose temporary changes in speed limits and traffic control devices. The COO/General Manager or his/her designee shall notify the Board of Directors of any such change. Upon such notice, the temporary change shall become permanent after 90 calendar days, unless the Board of Directors votes to override the change during the 90 day period.

Section 3. NOISE CONTROL

No vehicle with excessively loud muffler, etc. shall be permitted to travel on the streets of Hot Springs Village. The community concept of a quiet, rural setting shall be preserved to the extent possible.

Section 4. ENFORCEMENT

The Arkansas Motor Vehicle Traffic Laws and State Highway Commission Regulations have been adopted by the Association.

Traffic warning tickets may be used and maintained as a record of violations for a moving traffic offense such as, but without limitation, failure to stop, failure to yield, speeding, illegal parking, etc., which do not result in injury to persons or property.
Enforcement shall be as follows:

(A) Property owners: Violators receiving (3) warning tickets or uniform traffic citations within a consecutive twelve month period shall be referred to the Board of Directors for action in accordance with Article VIII, Sec. 3 (c) of the Declaration.

(B) Non property owners: Violators receiving two (2) warning tickets or uniform citations within a consecutive twelve (12) month period shall be subject to banning from the Village for a period of time to be determined by the COO/General Manager.

State uniform citations may be issued for violations of traffic offenses and shall be processed through the Municipal Court System of the respective County.

Section 5. PENALTIES

Violators referred to the Board of Directors shall be considered for suspension of membership privileges, denial of access (non-members, contractor, employees) or other action.

Violations referred to the Municipal Court shall be resolved at the discretion of the Municipal Judge.

Chapter Three Public Safety

ARTICLE 7

DOOR-TO-DOOR SOLICITATIONS;
DISTRIBUTION OF CIRCULARS, HANDBILLS OR SIMILAR ARTICLES

Section 1. PURPOSE

To establish guidelines to preserve the peace and tranquility of Village residents by restricting door-to-door solicitations and to prevent the potential of litter from random distribution of unsolicited circulars, advertising flyers and other like material.

Section 2. REGULATION

The door-to-door solicitation for the purpose of collecting contributions; selling of goods or services; collecting data for surveys; or similar activities is prohibited.

The random depositing of circulars, newsletters, advertising material, placards, business cards and similar printed products is prohibited at homes, businesses and on vehicles parked within the Village.

Section 3. DEFINITIONS

A. Advertising material – printed material intended for distribution to a large, unaddressed population.
B. Business cards – personalized cards commonly used by individuals engaged in business and professional endeavors.
C. Circulars – See “A”
D. Door-to-door – refers to the canvassing or contacting residents in a random, unannounced, unscheduled manner for any purpose.
E. Goods – products of all types.
F. Newsletters – those prepared and distributed by special interest groups for their members or prospects.
G. Placards – see “A”
H. Random – having no specific pattern.
I. Services – duties or works performed for another.
J. Solicitation – the act of approaching another for the purpose of selling a product or services, eliciting information for a survey, or collecting donations, or similar activities.
K. Surveys – compilation of data pertaining to individual preferences concerning a topic, product or subject matter.
Section 4. EXCLUSIONS

A. Scheduled appointments previously made.

B. Neighbors communicating with their neighbors concerning community or public service-related activities within their neighborhoods.

C. Nationally affiliated service clubs serving Hot Springs Village may make application to obtain written permission for a waiver to this policy for each requested distribution. The application must be submitted to the COO/General Manager on the form provided by the POA. All conditions imposed and decisions of the COO/General Manager shall be final.

Section 5. ENFORCEMENT

A. The Hot Springs Village Property Owners’ Association shall be the enforcing agency.

B. The Board of Directors empowers the Hot Springs Village Police Department to enforce this regulation.

Section 6. CORRECTIVE ACTION

A. Property owners failing to comply with the provisions of the regulation are subject to appropriate enforcement action.

B. Non-property owning residents failing to comply with the provisions of this regulation are subject to appropriate enforcement action.

C. Persons employed within the Village failing to comply with the provisions of this regulation are subject to appropriate enforcement action, which may include denial of access to the Village, and forfeiture of all fees and deposits.

D. POA employees failing to comply with the provisions of this regulation are subject to appropriate enforcement action, which may include termination of employment.

E. Visitors and guests failing to comply with the provisions of this regulation are subject to appropriate enforcement action, which may include denial of access to the Village.

Section 7. AUTHORITY

Hot Springs Village Property Owners’ Association Declaration and Protective Covenants.

11-1-00, Rev. 11/8/00, Adopted BOD 11-15-00, 3-16-11
ARTICLE 9

ESTATE AND AUCTION SALES

Section 1. POLICY

The POA shall maintain a policy of controlling estate and auction sales within the Village. Ingress and egress of visitors to the Village for such sales shall be regulated according to Chapter 3, Article 1. Traffic in and around such sales, as well as the parking of vehicles in the vicinity, shall be controlled via law enforcement authority granted to the Hot Springs Village Police Department by Garland and Saline County Sheriff’s Departments.

Section 2. DEFINITIONS

1. ESTATE OR AUCTION SALE - Any sale involving a commercial venture in which an individual or company has been contracted for the purpose of the sale or auction, and the person or company is paid for such services.

2. PERMIT - A written authorization to conduct an estate or auction sale, that shall be issued by the Director, Department of Public Safety, Chief of Police or his/her designee to the person or company representative conducting the sale.

Section 3. AUTHORITY

The COO/General Manager and staff are responsible for the development of a standard operating procedure to ensure the most effective and efficient implementation of the policy.

Section 4. ENFORCEMENT

All federal, state, and county laws will be enforced where applicable. In absence of a law or ordinance, this policy will prevail and the Board of Directors will have enforcement authority as established by the Declaration. Any estate or auction sale being conducted without a permit will be subject to immediate suspension.

9-17-08
ARTICLE 13

REGULATION GOVERNING THE DISCHARGE OF FIREARMS AND ARCHERY EQUIPMENT

SECTION 1. REGULATION
The discharge of a firearm or archery equipment within Hot Springs Village is specifically prohibited.

SECTION 2. PURPOSE
This regulation is put into effect to protect the life and property of the citizens of Hot Springs Village.

SECTION 3.
This regulation will prohibit all hunting with firearms or archery equipment within the area of Hot Springs Village.

SECTION 4. DEFINITIONS
(A) Firearm – any device which will expel a projectile by the action of an explosion.
(B) Archery equipment – a long bow, cross bow, compound bow, or a standard bow which will propel an arrow or dart.

SECTION 5. ENFORCEMENT
(A) The Hot Springs Village Property Owners’ Association shall be the enforcing agency.
(B) The Board of Directors empowers the officers of the Hot Springs Village Police Department to enforce this regulation.

SECTION 6. CORRECTION OF VIOLATION
(A) Property owners failing to comply with the provisions of the regulation are subject to appropriate enforcement action.
(B) Non-property owning residents failing to comply with the provisions of this regulation are subject to appropriate enforcement action.
(C) Persons employed within the Village failing to comply with the provisions of this regulation are subject to appropriate enforcement action, which may include denial of access to the Village, and forfeiture of all fees and deposits.
(D) POA employees failing to comply with the provisions of this regulation are subject to appropriate enforcement action, which may include termination of employment.
(E) Visitors and guests failing to comply with the provisions of this regulation are subject to appropriate enforcement action, which may include denial of access to the Village.

SECTION 7. EXCLUSIONS
(A) The discharge of a firearm or archery equipment in defense of life or property.
(B) The discharge of a firearm or archery equipment at a public or private shooting range or gallery.
(C) The discharge of a firearm by law enforcement officers in the performance of official duties.
(D) The discharge of a firearm by animal control officers in the performance of official duties.
(E) The discharge of archery equipment during a HSVPOA sponsored hunt.

SECTION 8. AUTHORITY
Hot Springs Village Property Owners’ Association Declaration and Protective Covenants.

8-8-97, Adopted 8-27-97 BOD
Chapter Three Public Safety

ARTICLE 15
POLICY ON EMERGENCY OPERATIONS

Section 1.

The POA shall have a written Emergency Operation Plan (EOP) administered and maintained by the COO/General Manager, or his designee, that will provide POA employees with guidance, instructions and information necessary to effectively discharge their duties during any emergency.

Section 2.

The EOP will contain individual standard operating procedures (SOPs) for each critical area of responsibility which will contain at a minimum the following:

A. Specific instructions as to the location, activation, composition and function of an emergency operation center (EOC) ensuring the availability of emergency power and appropriate interface with amateur radio operators.
B. Designation of key staff personnel and other emergency related offices with telephone numbers.
C. Priority listing of radio/television stations that Village residents can rely on for Village specific information.
D. A list of equipment owned by the POA that would most likely be needed and used during any emergency, a list of contractors/volunteers who could augment the POA.
E. Priority listing of major roads that will be cleared.
F. Designation of primary and alternate emergency shelters with Red Cross certification including training of staff and volunteers and the identification of backup power.

Section 3.

The POA will make available Village specific and general emergency self-preparedness information to Village residents.

Section 4.

The EOP shall conform to all Federal, State and County law.

Section 5.

The EOP shall be within the POA’s ability to fund in accordance with budget approvals by the Board of Directors.

Section 6.

The EOP shall be tested periodically through disaster drills or table top exercises.

Section 7.

The EOP can be amended and updated by the COO/General Manager in compliance with the preceding provisions. The EOP shall be reviewed and updated in October at a minimum of each year. Any amendments will be submitted to members of the Board of Directors.

3-27-01, Adopted BOD 4-18-01
ARTICLE 6

ROAD RIGHT-OF-WAY POLICY

Section 1. PURPOSE

To establish policy relating to Road Right-of-Way and its uses to promote road and shoulder safety and proper drainage.

Section 2. DEFINITION

Road right-of-way is defined as that area of common properties in recorded subdivisions dedicated to vehicle traffic, utility development, surface water drainage, and other possible uses as defined in the individual recorded subdivision record plats and the HSV Covenants and Restrictions dated April 20, 1970 (Rev. 10/13/88).

The width of Road right-of-way is determined by the type of road use.

<table>
<thead>
<tr>
<th>ROAD USE</th>
<th>WIDTH OF R-O-W</th>
<th>PAVED WIDTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arterial</td>
<td>140-200 feet</td>
<td>22 feet</td>
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<tr>
<td>Major Collector</td>
<td>100 &quot;</td>
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<tr>
<td>Minor Collector</td>
<td>75 &quot;</td>
<td>20 &quot;</td>
</tr>
<tr>
<td>Residential</td>
<td>40 &amp; 50 &quot;</td>
<td>16 - 20 feet</td>
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<tr>
<td>Frontage</td>
<td>30 &quot;</td>
<td>12 &quot;</td>
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</tbody>
</table>

The right-of-way on a typical road consists of a paved street with shoulders on each side, a ditch for drainage of surface water and a back slope to the existing individual lot property line.

Section 3. GENERAL

The road right-of-way is owned as common property by the HSV POA and has responsibility for road maintenance, drainage and vegetative control.

Utilities are placed upon, or contained within road right-of-way and consist of water and wastewater lines, underground and overhead electrical lines, telephone utility systems, cable television facilities and appropriate equipment containers.

Property owners may construct driveways and install landscaping to the pavement edge in conformance to provisions of this policy.

Section 4. PROVISIONS

A. Utility construction will require a Utility Installation Permit – HSV, issued by the POA. In all instances of construction or maintenance of utilities, proper drainage must be restored, and obstructions must not be created in the road right-of-way.
B.  Work in right-of-way by property owners, or their contractors:
   1. Paved driveways may be constructed through road right-of-way to connect with the
      existing paved street area, provided the location is shown on the plot plan and is
      approved by the Architectural Control Committee. Driveway culverts shall have a
      minimum diameter of 42 1/2” and be of an approved material and design. Drainage of
      areas above grade elevation must be determined to ensure proper culvert sizing.

C.  Any construction or utility maintenance within the road right-of-way must make
     provisions to maintain safe traffic flow and allow for emergency traffic. Damage to the
     road pavement or shoulders shall be repaired by the POA and the actual cost shall be
     charged to the one causing the damage. Utility companies and the POA will return the
     road right-of-way to the previous existing grade. Property owners will be responsible for
     the replacement of private improvements, extended parking surfaces or landscaping within
     the road right-of-way which is removed during utility construction or maintenance.
     Property owners will also be responsible for removal of that which is identified as a
     hazard by the POA.

Article 1
GOLF FACILITIES

SECTION 1.: USE OF HOT SPRINGS VILLAGE PROPERTY OWNER ASSOCIATION
GOLF FACILITIES: ELIGIBILITY FOR MEMBERSHIP PRIVILEGES:

A. The Property Owners Association, P.O.A., maintains and operates the golfing facilities of Hot Springs Village for the primary use and enjoyment of property owners and other persons entitled to property ownership privileges. Persons entitled to those privileges are referred to in Chapter One, Article 5; Property Owners Association Identification Cards.

SECTION 2.: ADVANCE TEE TIMES RESERVATION SYSTEM:

The P.O.A. maintains an Advance Tee Times Reservation System to enable Members to reserve tee-times up to three months 90 days prior to the desired date of play. All Advanced tee time reservations must be guaranteed with a valid credit card. This service is designed to serve the following HSV Member classifications.

A. Non-Resident Members
   For tee time purposes, Non Resident Members are defined as those who reside outside the following contiguous Arkansas counties: Garland, Saline, Pulaski, Hot Spring, Johnson, Pope, Van Buren, Logan, Conway, Faulkner, Scott, Yell, Perry, Lonoke, Polk, Montgomery, Howard, Pike, Grant, Jefferson and Clark.

B. Resident Members With Guests:
   For tee time purposes, Resident Members are those whose primary residence is within the twenty-one contiguous Arkansas counties listed in A. above.

C. Group Golf outings:
   Groups consisting of eight (8) or more players.

D. Allotted Number of Advanced Tee Times
   Residents, Residents with guest(s) and Non-Resident Members may schedule and/or play in the reserved advanced tee-times a maximum of 24 times in a calendar year. The Director of Golf must approve any waiver of this policy.

SECTION 3.: COMPUTER TEE TIME ASSIGNMENT SYSTEM:

The P.O.A. maintains a Computer Tee Time Assignment System, which is available to all persons who are entitled to property owner privileges. Participants must register and may be required to pay an annual fee to utilize the system.

A. Participants found abusing the use of the system are subject to suspension from using the Computer Tee Time Assignment System, thirty days’ suspension from using HSV amenities.

SECTION 4.: GUARANTEED TEE-TIME RESERVATIONS, CANCELLATION & NO-SHOW POLICIES:

A. Guaranteed Tee-Time Reservations:
   The P.O.A. maintains a system whereby specified classifications of persons, who reserve advance tee-times, must guarantee payment of golf fees if the times are not canceled in a timely manner or if the player(s) do not show to play.

B. Cancellations:
   The Department of Golf maintains specific guidelines, which specifies what constitutes timely and acceptable tee-time cancellation procedures. The Cancellation Policy is posted at the POA office and on the POA website.

C. No-Shows:
   The Department of Golf maintains guidelines, which specifically define tee-time No-Shows:

   A No-Show is defined as a tee-time, or part of a tee-time, (player-place), linked to a property owner I.D. number that is not utilized or canceled within an acceptable time period the timeframe specified within the cancellation policy.

   If tee-times are made for multiple players, under one Member I.D. Number and one or more players meet the no-show criteria, the member whose I.D. was used will be credited
with the appropriate number of NO-SHOWS charged the appropriate cancellation fees. If the reservation is guaranteed, the guarantor will be charged the appropriate fees.

SECTION 5.: USE OF GOLF FACILITIES BY NON-MEMBERS:

The P.O.A. maintains and operates the golfing facilities of Hot Springs Village for the primary use and enjoyment of property owners, members and other persons entitled to membership privileges. Guests and family members of those persons with membership privileges may play by arrangement of a sponsoring member. The use of golf facilities by non-members is classified as follows.

A. Guests:
   — To play, a guest must be sponsored by a member or possess a valid visitor card.

B. Family Members:
   Those individuals who have been issued a Family ID card in line with the Rules and Regulations. Designated family members are allowed to play golf at reduced rates. To be eligible for the reduced rates the family member must obtain a Family Photo ID card at the POA Administration Office. Family ID cards must be renewed annually for a specified fee.

   Family members who are eligible for reduced golf fees are defined in POA Policies; Chapter 1; General Administration; Article 5, Property Owner Association Identification Cards; Section 5.D.

B. Accompanied Member Guest:
   Those individuals who are playing in a group accompanied by a Member.

C. Public:
   Those individuals who are not accompanied by a Member.

C. Rehabilitation Specialists:
   Physical Therapists, Therapeutic Recreation Specialists, and professional golfers, working with members who are recovering from a physical disability, and working toward regaining some or all of their golfing skills, will be allowed to work with these members at all golf practice facilities. The member must accompany the Rehabilitation Specialists and make all necessary arrangements for them to enter the Village.

   A sponsored, non-member may request and be assigned a tee-time, if available, five days prior to the day of play.

   As a professional courtesy, a guest of a member who is a member of the Professional Golf Association, Ladies Professional Golf Association, National Golf Course Superintendents Association and active military personnel who present proper credentials, may play golf for member fees.

SECTION 6.: COURSE RULES AND REGULATIONS:

The Department of Golf maintains and enforces golf course Rules and Regulations which are designed to protect players, employees, the golf course facilities and equipment. These Rules and Regulations also serve to create and preserve an enjoyable environment for players and preserve the integrity of the game.

SECTION 7.: RAIN CHECK POLICIES:

The P.O.A. provides for the issuance of a Rain Check to a player when inclement weather causes discontinuance of play in line with the Rules and Regulations.

SECTION 8.: GOLF CART REGULATIONS AND POLICIES
& GOLF CART FLAG PROGRAM

A. General:
This section prescribes regulations governing the required equipment and operation of
golf carts on Hot Springs Village golf course premises. The regulations prescribed are to
enhance the safety of cart operators, passengers, players and other cart occupants and
to preserve and protect the golf course properties.

For the purposes of this section, a golf cart is defined as a motorized vehicle designed to
carry two players, two golf bags and built primarily for use by players, on a golf course.

B. Golf Cart Registration:
1) Privately owned golf carts operated on HSV golf course premises, must be registered
   and display a current decal prominently on the front of the cart. The registration
   period is annual and for a Calendar year, January 1, through December 31.
2) The registration fee is a part of the HSV fee schedule and is established by the Board
   of Directors.

C. Minimum Age and License Requirement:
   An operator of a Hot Springs Village POA owned golf cart or a private cart must be
   eighteen (18) years of age or older unless the operator possesses his/her own valid
   driver’s license.

D. Enforcement:
   Enforcement of the forgoing rules or regulations will be by either or both of the following:
   2) The Declaration and Protective Covenants, Article VIII, Section 3.4, Article VIII,
      Section 3(c) and Protective Covenants.

E. Use of Golf Courses:
1) Use on golf courses shall be in accordance with this section and any other
   instructions along with the Rules and Regulations issued by the Department of
   Golf.
2) The cart operator will be held liable for damage to POA owned golf carts, the golf
   course and/or course structures or equipment that results from careless operation of
   a golf cart.

F. Golf Cart Medical Flag Program:
   The POA provides a Medical Flag Program, developed and operated by the Department
   of Golf, which is intended to increase the opportunities for participants to operate carts off
   the golf cart paths in some circumstances and conditions when carts operated by non-
   participants are restricted to the cart paths.

SECTION 9.: GOLF COURSE VOLUNTEER MARSHAL PROGRAM:
The POA provides for a volunteer golf course marshal program to assist in controlling play,
administering course rules and assist players in obtaining the maximum enjoyment of playing
the golf courses. The program is under the direction of the Director of Golf.

SECTION 10.: POLICIES GOVERNING TOURNAMENTS, LEAGUE PLAY,
HIGH SCHOOL PRACTICE AND TOURNAMENTS

A. Purpose:
   This section prescribes policies for regulating fees and schedules for tournaments,
   league play, other tournament play and policies relating to High School usage of H.S.V.
   golf facilities.

A. Classification of Play:
1) Guaranteed Corporate/Charity Tournaments:
   Tournaments conducted for H.S.V. members and guests of members golfers who are
   charged fees for using the facilities. Participants may include HSV Members and
   guests. Corporate/Charity tournaments may be scheduled at any time on any HSV
   golf course at the discretion of the Director of Golf.
   a) The schedule shall be established and the tournament conducted under guidelines
   established by the Director of Golf.

2) Non-Guaranteed Member Tournaments:
Member Tournaments or play composed entirely of players who are members of sponsoring H.S.V. Golf Associations/leagues or a golfing event that is not designed to raise funds or for profit.

a) The Director of Golf shall assign the number of H.S.V. Golf Association/league play days, the beginning and ending dates and the play days. That information will be posted at the POA building and on the POA web site.

b) Other golfing event not designed for raising funds or for profit that may be scheduled.

b) Allocated tee-times are subject to reduction by the Director of Golf following monthly reviews of the degree of utilization of these tee-times by each of the Golf Associations/leagues.

c) For all association/league play, prizes awarded shall be gift certificates for H.S.V. Golf Shop merchandise. Any Associations/leagues wishing to provide prizes of cash at any level must notify their members, in writing, of the USGA rules governing cash prizes. A copy of this notification will be sent to the Director of Golf.

d) Each of the Golf Associations/leagues must have acceptable by-laws on file with the Director of Golf and be represented by a Board of Directors.

e) Any Golf Association/leagues may hold Guest Play Day events on any of their respective scheduled play days, with their league’s membership approval.

3) Educational Institution’s Practice and Tournament Play.
Golf teams of designated local schools may utilize H.S.V. golf facilities in accordance with schedules and conditions prescribed by the Director of Golf.

C. Suspension of Activities:
The Property Owners Association, through the Director of Golf, reserves the right to delay, change or cancel any activity by giving at least twenty-four (24) hours notice due to weather conditions or any other unforeseen circumstance.