

**DATE: June 4, 2024**

**TO: Board of Directors**

**FROM: General Manager, Eric Kazakoff**

**RE: Rule Approval - Reservable Locations of Restaurants**

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**Background**

With the recent renovations completed at the Lodge and the increased use of the two restaurants/facilities for various banquets and events, it has been determined that clarification of what areas at these restaurants are allowed to be reserved is needed.

In previous years, the policy allowed for the rental of the Lodge's bar/lounge and dining areas. In addition, some events hosted at the Country Club and Lodge have requested the use of the entire facility. With these two facilities primarily operating as restaurants and needing daily food services to help keep the subsidies down, the staff recommends modifications to the Rules & Regulations for banquet and event reservations.

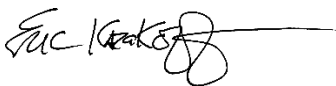
In the proposed revision to the Rules & Regulations, it is recommended that each restaurant specify which areas may be reserved for a banquet or event. In addition, staff recommends that only half of the Lodge's Sunset Lounge Terrace Patio be reserved for a banquet or event to allow minimal impact on general member use of these facilities.

**Fiscal Impact**

N/A

**Recommendation**

It is recommended that the Board of Directors approve the 28-day reading as it was presented to it on April 9, 2024, to revise rules LR.4.1 and CC.4.1.



General Manager, Eric Kazakoff

## Lodge/Lighthouse Restaurant Rules

### Current Rule:

#### **LR.4.1 Facility Reservation, Use and Rental Agreement Required**

A Facility Reservation, Use and Rental Agreement must be completed and signed. On this agreement, it is important to provide information about the function or event, any special requests and whether food / beverage will be required. The agreement details terms, use and rental requirements and responsibilities, items that are allowed or not allowed at the Lodge facility. The agreement further stipulates that CLPOA will not be responsible for loss by reason of temporary use and occupancy of the facility and does not under any circumstances assume responsibility for any loss, liability, damage, cost or expense. (For additional information on on-site catering services, refer to Section VI.)

### Proposed Revision:

#### **LR.4.1 Facility Reservation, Use and Rental Agreement Required**

A Facility Reservation, Use and Rental Agreement must be completed and signed. On this agreement, it is important to provide information about the function or event, any special requests and whether food / beverage will be required. The agreement details terms, use and rental requirements and responsibilities, items that are allowed or not allowed at the Lodge facility. The agreement further stipulates that CLPOA will not be responsible for loss by reason of temporary use and occupancy of the facility and does not under any circumstances assume responsibility for any loss, liability, damage, cost or expense. (For additional information on on-site catering services, refer to Section VI.)

#### **LR.4.1a- Reservable Locations of the Lodge & Lighthouse Restaurant are as follows:**

- Holiday Bay Room
- Pool View Room
- Sunset Beach Room
- Private Dining Room
- Sunset Lounge Terrace Patio (1/2 of patio may be used for private reservation with reservation fee)
- Front Lawn & Trellis

## Country Club Rules

### Current Rule:

#### **CC.4.1 Facility Reservation, Use and Rental Agreement Required**

A Facility Reservation, Use and Rental Agreement must be completed and signed. On this agreement, it is important to provide information about the function or event, any special requests and whether food / beverage will be required. The agreement details terms, use and rental requirements and responsibilities, items that are allowed or not allowed at the Country Club. The agreement further stipulates that CLPOA will not be responsible for loss by reason of temporary use and occupancy of the facility and does not under any circumstances assume responsibility for any loss, liability, damage, cost or expense. (For additional information on on-site catering services, refer to Section VI.)

### Proposed Rule:

#### **CC.4.1 Facility Reservation, Use and Rental Agreement Required**

A Facility Reservation, Use and Rental Agreement must be completed and signed. On this agreement, it is important to provide information about the function or event, any special requests and whether food / beverage will be required. The agreement details terms, use and rental requirements and responsibilities, items that are allowed or not allowed at the Country Club. The agreement further stipulates that CLPOA will not be responsible for loss by reason of temporary use and occupancy of the facility and does not under any circumstances assume responsibility for any loss, liability, damage, cost or expense. (For additional information on on-site catering services, refer to Section VI.)

#### **CC.4.1a- Reservable Locations of the Country Club Restaurant are as follows:**

- Country Club Dining Room
- Country Club Patio
- Magnolia Room