

# Spokane Housing Authority

## COMMUNITY SPACE POLICY FACILITIES USE POLICY

Spokane Housing Authority (SHA) has ~~six-nineteen~~ community facilities ~~that are available for the benefit of the residents and but shall be available to responsible non-resident sponsored community groups based on written approvals~~. One is in the administration building and ~~five eightseven~~ are located in the following developments:

~~Cornerstone Courtyard — 151 S Adams~~

~~A community room with kitchen, tables and chairs, and TV. This room has a capacity of about 30 persons.~~

Agnes Kehoe Place- 5313 N. Regal

A community room with pool table and computer stations. The community room has a capacity of 25 persons.

Cornerstone Courtyard- 151 S.. Adams

A community building with full kitchen, -computer/library room, Nintendo Wii ~~gameconsole~~, Climbing wall, and fitness center. The room community room has a capacity of 20.

Heritage Heights- N. 3818 Cook Street

A community room with kitchenette, sofas, tables and chairs and a separate library. The community room has a capacity of about 40 persons.

The Parsons- S. 108 Jefferson

A community room with a kitchenette, tables and chairs, a pool table and television-VCR combination. The room capacity is about 25 persons.

Pearl on Adams-173 S. Adams

A community room with pool table and computer stations. The community room has a capacity of 25 persons.

Valley 206- N. 2400 Wilbur Road

A community building including a community room; kitchen, exercise room, patio and indoor pool and Jacuzzi. Rooms have varying capacities.

Westfall Village- N. 3724 Cook Street

A community building with full kitchen; computer room, game room, dining area, ~~and living room with an adjacent with~~ patio. The capacity is about 40 persons.

~~The community facilities in the developments listed above exist primarily for the benefit of the residents but shall be available to responsible non-resident sponsored community groups with the written permission of the Executive Director.~~

~~Additional community facility:~~

Administration Building- ~~W-55 W~~. Mission ~~Ave~~.

~~Board-Large~~ meeting room with tables, chairs, projector screen, whiteboard and chalkboard.

The capacity is about 50 persons.

The primary use of ~~this-the Administration Building~~ facility is for staff and board meetings, ~~as well as~~, client orientations, and SHA business related activities. ~~but shall be available to responsible community groups with the written permission of the Executive Director.~~

All recognized and responsible ~~organizations-community groups~~ will ~~be granted~~ receive equal opportunity, ~~as well as~~, fair and equal treatment with respect to granting requests for meeting space ~~--based upon availability and specific time requested.~~

~~Spokane Housing Authority~~SHA Property Managers and/or the Executive Assistant shall be responsible for scheduling groups into the spaces. Groups may be regularly scheduled for specific time and space on a continuing basis with the written permission of the Executive Director. This permission shall be subject to revocation by the Housing Authority at any time. Priorities for scheduling groups into ~~Spokane Housing Authority~~SHA housing development community spaces shall be as follows:

~~Activities or meetings hosted by the Housing Authority.~~

A. Activities or meetings hosted by a recognized resident group.

~~B. Activities or meetings hosted by the Housing Authority.~~  
B. Activities or meetings hosted by the Housing Authority.

C. Activities or meetings hosted by others for the exclusive benefit of residents.

D. Activities or meetings hosted by community groups for the benefit of both residents and non-residents.

Priorities for scheduling groups into ~~Spokane Housing Authority~~SHA in the ~~administrativ~~Administrative ~~Building~~ e community space shall be as follows:

A. Activities or meetings hosted by the Housing Authority.

B. Activities or meetings hosted by a recognized resident group.

C. Activities or meetings hosted by others for the exclusive benefit of residents.

D. Activities or meetings hosted by community groups for the benefit of both residents and non-residents.

E. Activities or meetings hosted by community groups for the primary benefit of non-residents.

Responsible community agencies conducting education, health, welfare, and recreation programs to meet the needs of the Authority's residents may do so without charge for the facility space. Facilities within these spaces may be used without charge by other groups for non-income producing purposes, such as meetings of Veterans organizations, civic groups, if there is no interference with the use of the building by ~~Housing Authority~~SHA or resident sponsored activities.

Although janitorial services will be provided by ~~Spokane Housing Authority~~SHA, or its vendors, all groups using the facilities are required to restore the space to the condition they found it before the event. This will require cleaning all litter and excessive dirt to the extent that is practical. The group will agree to be responsible for any damages occurring during their event. Based upon past actions, the Authority will charge a security deposit prior to a group using the facilities. SHA may waive this security deposit for non-profit groups. Violation of this condition may be grounds to deny future use of the facility.

No one using the facilities of ~~the Housing Authority~~SHA shall allow the use or sale of alcoholic beverages, drugs, or other controlled substances on the premises. There is to be no smoking in the facilities per Washington State ~~law~~. Additionally, smoking on the property premises are limited to designated smoking areas per SHA policy.

In order to be sure that all agencies or groups using the Authority's facilities are aware of this policy and agree to comply with it, they shall be required to sign a copy of this policy certifying their agreement ~~to for compliance with it~~. A copy of the signed policy shall be kept on file in the Housing Authority's Office.

~~Residents and their guests shall be entitled to ordinary and reasonable use of all outside areas (including recreational facilities, playgrounds, roof garden, basketball courts, etc.) in accordance with the Lease, Rules and the Management Plan. (This sentence is not consistent with the previous one.) However, no resident, guest, or third party is authorized to any other use of any outside area on any Spokane Housing Authority property except in connection with official Spokane Housing Authority sponsored activities.~~

~~Spokane Housing Authority~~SHA is concerned that the outside areas of its properties not be used in such a way as to force residents into becoming "captive audiences" for activities and ~~events~~ events, which are not sponsored by ~~the Spokane Housing Authority~~SHA and are not deemed by ~~Spokane Housing Authority~~SHA to be within the express or implied purpose of the Authority. It is specifically the intent of the Authority that the outside areas on its properties (such as parking lots, grounds, swimming pools, and playgrounds) are not ~~be~~ considered as a designated public forum or even a limited or nonpublic forum. ~~so as to require the Spokane Housing Authority to allow t~~Third parties ~~to do not have the ability to~~ utilize or have access to such areas for activities and events that are not officially sponsored by the Authority.  
~~Need to clarify this statement.~~

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

SHA Agent: \_\_\_\_\_ Date: \_\_\_\_\_