

HILLS OF PEACE CAMPGROUND

“ADOPT-A-CABIN” PROCESS

The cabins at Hills of Peace are deteriorating, becoming aesthetically displeasing and need to be upgraded to preserve the structural integrity of the buildings and enhance the marketability of the campground. A new ADOPT-A-CABIN program is being introduced to upgrade cabins and clarify the usage of adopted cabins. This program is designed to encourage donations to Hills of Peace, to extend the life of the cabins and to give access to a personally adopted cabin. A cabin may be adopted by a person/family or by a congregation or other group.

The estimated cost of materials to upgrade a cabin is about \$4000. The program specifies the materials to be used and a maximum time frame of 5 years. The estimated costs are:

Foundation	50
Door	400
Steps	200
Windows	500
Siding	800
Roof	700
Electrical	200
Insulation	450
Drywall	400
Floor	200
Baseboard	100

Those cabins which are presently adopted and upgraded under the former program will be offered to the existing adopters to be adopters under the new program. If the existing adopters do not want to participate in the new program, the cabins may become available for others to adopt.

Hills of Peace Campground Board
January 21, 2008

“ADOPT-A-CABIN” POLICY

Hills of Peace Campground Board (HOPCB) is seeking applications from family/person or congregation/group to upgrade cabins on the campgrounds.

1. Applications for adoption will be received until December 1, 2008. Cabins will be assigned for adoption by HOPCB. Cabins will then be assigned on a first-come first-served basis. Improvements are NOT to commence until approval has been received from HOPCB and the cabin has been designated.
2. Work must be completed by June 15 of any year and may not commence (or re-commence) prior to August 15. The cabin is to be fully functional and useable by camp users between these dates.
3. A person/family who has upgraded a cabin in this ADOPT-A-CABIN program has first call on use of that cabin at any functions they attend. The intention to use the cabin is to be declared 6 weeks in advance of the start of that function. For instance, if reunion starts on July 15, intention to use is to be declared by June 1. If intention is not declared, that cabin may be assigned to others for that function. A congregation/group has no call on the adopted cabin.
4. The sleeping capacities of cabins are specified and are not to be reduced without prior approval of HOPCB.
5. There are to be no permanent attachments inside the cabin except for specified lighting fixtures and clothing hangers.
6. The cabin is to be upgraded in a timely manner with the sequence of upgrades to preserve the structural integrity of the cabin. The sequence is: (1) foundation, (2) door, (3) steps, (4) windows, (5) vinyl siding, (6) roof, (7) interior. A timely manner is to have items 1-5 finished within 2 years of adoption. The roof is to be replaced if necessary in the third year and the interior finished within 5 years.
7. If the cabin is not upgraded as expected, HOPCB, at its discretion, MAY withdraw the ADOPT-A-CABIN designation.

8. To ensure that cabin renovations are carried out in a reasonable manner and that cabins have a standard level of finish, HOPCB will source all materials for upgrade. The 'ADOPTER' is expected to give two months notice of intent to upgrade and specify what upgrades will be undertaken.
9. Upgrades may be done by the 'ADOPTER' or contracted out.
10. A cash donation will be accepted by HOPCB to cover the estimated cost of upgrades. The donation is expected to cover material costs if the 'ADOPTER' does the labour or cover the total cost if the work is contracted. No receipts will be issued for personal labour or personal supplies.
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12. Work must be completed by June 15 of any year and may not commence (or re-commence) prior to August 15. The cabin is to be fully functional and useable by camp users between these dates.
13. A person/family who has upgraded a cabin in this ADOPT-A-CABIN program has first call on use of that cabin at any functions they attend. The intention to use the cabin is to be declared 6 weeks in advance of the start of that function. For instance, if reunion starts on July 15, intention to use is to be declared by June 1. If intention is not declared, that cabin may be assigned to others for that function. A congregation/group has no call on the adopted cabin.
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"ADOPT-A-CABIN" MATERIAL SPECIFICATIONS

- Foundation:** A minimum of 4 pier blocks near ends of main floor joists. Cabin to be level.
- Door:** 36" pre-hung insulated 6-panel in-swing right mounted window-less door. 2pc of 2" X 4" header. Foam sealed on sides, top and bottom. Master keyed Weiser lock.
- Steps:** Minimum 4' X 6' platform using pier block foundation. Steps with metal stringer to fit. Wood to be 2" x 6" ACQ. Screws to be used where applicable
- Windows:** Three vinyl side-sliding windows 24" X 30". One on each side of door and one centered window at rear. Foam sealed on all sides.

Siding: White vinyl siding and green soffit and fascia. Sub fascia 1" X 6". Sub soffit 1" X 2". Doors, windows, and corners finished properly.

Roof: Remove existing roof to wood. Tar paper and white metal roof.

Interior: All work is to ensure interior is sealed from ingress of insects and rodents.

1. Electrical: 3 electrical outlets and one permanent switched ceiling light. Phone/internet roughed-in. All electrical wiring and boxes must be thoroughly checked by a competent electrician before any additional work is done.
2. Insulation: R12 fibreglass on walls and minimum R20 on ceiling. A 6 ml vapor barrier to cover all insulation with acoustical sealant on all edges and overlaps. Overlaps to be one stud. Ensure all electrical boxes are moisture sealed with wind hats.
3. Ceiling: Dry wall ½" with taping, mud and sanding to be screwed to rafters (8" on edges and 12" in centre) after insulation and vapour barrier installed. Paint with a neutral latex paint (one coat primer and one coat ceiling flat minimum).
4. Walls: Dry wall 1/2" with taping, mud, and sanding to be screwed to studs (8" on edges and 12" in centre). Paint with a neutral latex paint (one coat primer and one coat paint minimum). No murals or designs.
5. Ceiling light fixture to be installed on joist with a maximum 10" drop and equivalent of 120 watts.
6. Floor: good one side plywood 3/8" minimum to cover entire floor. Floor finished with 4 coats of polyurethane.
7. Baseboard and casing; 356 primed MDF caulked and painted white or wall colour.
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January 21, 2008
Bob Hodgson
HOPCB Treasurer

**HILLS OF PEACE CAMPGROUND
"ADOPT-A-CABIN" APPLICATION /APPROVAL**

Applicant Name(s): _____

Address: _____ City/Town: _____
_____ Province _____ PC: _____

Phone: () - _____

I/We wish to "adopt" cabin number ____ at the Hills of Peace Campground.
If this cabin is not available, my/our other choices are: cabin number: ____ or cabin number: ____

I/We acknowledge having read the "ADOPT-A-CABIN" policy and specifications attached.
I/We agree to all the provisions of the "ADOPT-A-CABIN" policy and specifications as printed.

Signature: _____ Date: _____

Signature: _____ Date: _____

The application of the above person(s)/congregation to adopt cabin number ____ is approved under provisions of the "ADOPT-A-CABIN" policy and specifications attached.

On Behalf of the Hills of Peace Campground Board:

Signature: _____ Date: _____

Please forward your completed application to:
Community of Christ
Hills of Peace Campground Board
6415 Ranchview Drive NW
Calgary AB T3G 1B5