

THE COURTYARD HOMEOWNER'S ASSOCIATION, INC.
ELIGIBILITY CRITERIA FOR KAYAK (TAIT'S RACK) SLOTS

TO: Potential Tait's Rack Slot Lease Owners

FROM: Jim Vence, Chair, Kayak and Canoe Committee (KCC)

DATE: 2024-05-30

Below is a list of criteria to sign or renew a lease agreement for a slot in Tait's Rack:

1. I am an owner of property in the HOA, and I am interested in leasing (or renewing) a slot in Tait's Rack:
 - a) I can move my boat into the rack within 14 days after availability of a slot.
 - b) I have HOA authorized access to the community park where Tait's Rack is located.
2. I have read and consent to the "Kayak Rules As Filed" posted on the CHOA Website:
 - a) <https://www.courtyardhoa.org/wp-content/uploads/2024/04/Kayak-Rack-Rule-filed.pdf>
3. I understand that Tait's Rack is designed for people who plan to use it for paddling on Bull Creek.
 - a) The rack is not solely a space used to store a boat that is never used,
 - b) I will keep my boat in a clean and useable condition, and
 - c) I have no other access to the creek (e.g., private home dock, Courtyard Boat Dock Condos).
4. I understand that my boat must fit into the rack slot that is available:
 - a) I will remove non-attached accessories from the area in and around Tait's rack after each use.
5. I am the owner of the boat and live in the Courtyard:
 - a) The boat will be used by myself, resident family member, or fellow HOA resident on the Tait's Rack Lease Owner or Wait Lists.
 - b) I will not give out the gate code or other access information to any person who is not a Courtyard resident, nor duplicate any key provided.
 - c) My lease is non-transferable, and subleases are not permitted.
6. My contact information provided to the KCC (kayak@courtyardhoa.org) and/or the Courtyard HOA (communications@courtyardhoa.org) is kept active and current:
 - a) E-mail: One or two address(es) which will direct email from the KCC to my inbox,
 - b) Phone: The KCC may call and/or send SMS texts to my phone
7. I understand that I have full responsibility for the security and safety of my property:
 - a) I will store my boat in such a way as to not interfere with other boats in the rack.
8. I understand I must provide certification of \$300,000 liability/casualty insurance:
 - a) Certification of insurance is declared with each lease and renewal.
9. I understand that the lease agreement is in force only as long as I:
 - a) have a functional and presentable boat in the rack,
 - b) renew my lease agreement and pay for the slot on time, and
 - c) remain in good standing as an owner with the Courtyard Homeowners Association.

10. I will not disclose the Courtyard Homeowners Association Park gate code (or any other information, method, or mechanism for accessing the Park) to any person who is not a current resident of the Courtyard.
11. I understand that on occasion, I may be required to move my boat from its slot to accommodate clean-up or maintenance work within the rack in which my boat may otherwise interfere:
 - a) The KCC and I may store the boat in a temporary location until said work is completed, OR
 - b) I may need to temporarily store my boat elsewhere until the maintenance is complete.
 - c) The KCC will notify me ahead of time and discuss the reason for the temporary relocation.
12. When in the future I decide to give up my slot, or the lease is terminated either by me or the KCC or Courtyard Homeowners Association, I will remove my boat and return the rack key at the direction of the KCC or the Courtyard Homeowners Association.

By my signature, I acknowledge that I have read, understand, and agree to the policies and procedures of the eligibility criteria for Tait's Rack Slots which is defined within this document.

Applicant Signature

Date

If you agree with these statements, you are eligible to be placed on the Wait List and will be notified as soon as a slot is vacated, and you are next on the Wait List. If you disagree with any statement, please send me a note as to why, or ask questions about it, or call.

You will also receive a copy of these statements once a slot is available for you to lease. You may be asked to print and sign this document at the time you are eligible for an open slot.

Jim Vence, KCC Chair
jimvence@gmail.com

COURTYARD HOMEOWNERS' ASSOCIATION, INC.

Summary of Policies Concerning Tait's Rack (*)

The goals for usage of the Courtyard boat rack ("Tait's Rack") are twofold: (1) to provide Courtyard Homeowners Association ("HOA") homeowners ("Homeowner") access to Bull Creek; and (2) to keep all the rack spaces always filled. To lease a Tait's Rack space, Homeowners must be resident homeowners of the Courtyard and in good standing with the HOA. To meet these goals, the Kayak and Canoe Committee ("KCC") has developed the following policies:

1. A Homeowner requesting a Tait's Rack space will be provided with one space if a rack space is available and if the Homeowner's boat meets the size specifications that will fit into the available rack space. Tait's Rack spaces are available only to Homeowners residing in the Courtyard community for most of the calendar year.
2. If no rack space is available, a Homeowner may place their name on the waiting list with the date of request being recorded. At the time a rack space becomes available, if the Homeowner next on the waiting list is not living in his/her Courtyard home, the non-resident Homeowner's name will be removed from the waiting list and the available space will go to the next resident Homeowner on the waiting list.
3. When a slot becomes available, the Homeowner must sign the appropriate lease agreement documents, and move their boat within 14 days of slot availability. The slots are identified by an alphabetic character(s) to designate the specific rack ("AA," and "A" through "F"), and the location within that rack:
 - a. Top level slots are numbered "1" and "2" (topmost slot spaces on the rack),
 - b. Middle level slots are numbered 3-8,
 - c. Bottom level slots are numbered "9" and "10" (slot spaces closest to the ground).
4. Once the lease is set up and the Homeowner is slotted in Tait's Rack, they may contact (email) the KCC if they would like to move to a different slot level in the future (**Slot Move**). Typically, the requests are for lease owners in a Top or Bottom level slot that wish to move to a Middle slot. The procedure for slot re-assignment is described below – exceptions to the procedure must be approved by the HOA Board:
 - a. When a slot becomes available, the **Slot Move** list is reviewed. A lease owner who has completed at least one full lease term (or one year) and next on the list, is given seven days to move their boat to the new slot as requested.
 - b. If the move results in another open slot level that has been requested in a Slot Move, we will repeat step "a" provided both parties involved agree to complete the sequence of boat moves within seven days.
 - c. After the seven days move period, the resulting available slot is offered to the person on top of the Wait List

5. If a Homeowner who is storing a boat moves out of his/her property in the Courtyard, that Homeowner's Tait's Rack space will be forfeited, and that Homeowner's Tait's Rack Lease will be terminated. That Homeowner's boat must be removed from Tait's Rack and all facility keys must be returned to the KCC Chair on or before the Homeowner's Courtyard move-out date. By request, the Homeowner may be re-added to the top of the wait list under **Abeyant Status** if they are moving out on a temporary basis (eighteen months or less) and maintain home ownership within our HOA.
6. If a Homeowner requests two Tait's Rack spaces, the Homeowner's second boat will be placed on a "Second Boat" waiting list. No Homeowner may store more than two boats in Tait's Rack. No Second Boat Storage Leases will be issued while there are Homeowners on the first Boat waiting list. The purpose of this policy is to provide more Homeowners and their families with the ability to share in the use of our community facilities. If there are no Homeowners on the First Boat waiting list, Second Boat spaces will be leased in the order the names appear on the Second Boat waiting list.
7. The KCC typically looks to fill a slot from a request from the Wait List once it becomes available. Slots become available during the lease renewal period when existing lease owners opt not to renew. On occasion, a lease owner may also end their lease early and make a slot available outside of the lease renewal period (one month). When the latter occurs, the KCC will arrange to terminate the existing lease, and establish a lease with the next in the Wait List at any time throughout eleven months of the calendar year. Slots made available during the lease renewal period may not be filled until the end of that lease renewal period.

These policies were adopted to provide access to our park waterfront to as many Homeowners as possible. It is the KCC's and HOA's position that requests made for Tait's Rack spaces should be by Homeowners who intend to use the spaces for recreation purposes for their families and friends who may accompany their families. Tait's Rack is not intended to provide boat storage only. Boats that have obviously not been used or maintained in a clean and usable manner are subject to removal from Tait's Rack. The owners of such boats will be contacted by the KCC to discuss appropriate action.

() Refer to the document [Kayak Rack Rules on the CHOA website](#) for additional policies and procedures with Tait's Rack.*

<https://www.courtyardhoa.org/wp-content/uploads/2024/04/Kayak-Rack-Rule-filed.pdf>