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DATE: February 6, 2024

ACTION:

TO: Board of Directors

FROM: Member Services Manager

RE: 28 Day Reading – Rule Revision Gr.3.8 Lessees

Background

It was brought to staff's attention that rule Gr.3.8 does not reflect the lease terms of minimum 30 days to maximum 1 year. To be in accordance with the city law verbiage reflecting that leases need to be at a minimum 30 days needs to be added to the rule.

Fiscal Impact

None

Recommendation

It is recommended that the Board of Directors approve the 28-day reading to revise rule GR.3.8 as attached.

Mary McFadden, Member Services Manager

Current Rule

None

Proposed Revision (Redlined)

GR.3.8 Lessees To establish tenants, the Member / Owner must complete the CLPOA Lease Authorization Form. On the form, the Member / Owner will need to provide the name(s) address, term of tenancy and designate the number of CLPOA cards and decals to be issued. **The term of tenancy is a minimum of 30 days to a maximum of one year per lease authorization form.** The Member / Owner also has the opportunity to relinquish recreational privileges to the lessee with one (1) year term of residency. Recreational privileges include: boat registration rights and the permanent guests list. Before any cards or decals are issued, the processing fee must be paid.

No recreational boating or other membership privileges stemming from a vacant lot may be assigned to a tenant. Only one (1) active Lease Authorization Form will be accepted per property. No Lease Authorization Form shall be processed for a vacant lot.

The Prime Member is responsible for the actions of his / her tenants, the tenants' family members and guests as well as any fines or other liabilities incurred by them. As such, the Prime Member and lessee must abide by the following conditions:

GR.3.8a - Lessee is informed of and agrees to follow all Rules and Regulations.

GR.3.8b - Lessee is notified that no more than six (6) individuals unless otherwise provided, may be permitted to use recreational facilities.

GR.3.8c - Lessee is informed that recreational privileges may be suspended and / or revoked for failure of member / owner to pay assessments.

GR.3.8d - Any and all access ID cards and / or non-expired vehicle decals, must be returned to the CLPOA office or a charge for each non-returned item must be paid prior to the removal of the existing lessees or the processing of any subsequent Lease Authorization Form.

GR.3.8e - Amendments to the Lease Authorization Form made thirty (30) days after the written start date will be subject to a Lease Amendment Fee.

If the Member / owner specifies the terms of tenancy as "Month-to-Month", a new Lease Authorization Form will need to be submitted on a monthly basis. All active items will expire until proper authorization has been submitted. A renewal fee will be due after one year.

Fine: none

Revised Rule

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