

# MISS CROIX YACHT HARBOR ASSOCIATION

## OPERATIONAL HANDBOOK



DECISIONS MADE BY THE BOARD OF DIRECTORS THAT  
DIRECTLY AFFECT MEMBERS AND NON-MEMBERS

*Revised 10/15/09*

9/29/99

### **Subleasing winter storage to another boat**

The subscription agreement states that the lessor's boat can be stored at the marina and not another (substitute) boat in owner's winter storage spot.

1/18/07 (revised)

### **Boat storage**

Only a member's or their renter's boat may be stored at MCYHA. The "Combination Anchorage and Boat Storage Rental Agreement" states that the term of the Agreement shall be from April to April of each year. Any deviation from that will require approval from the MCYHA Board of Directors.

1/17/08

### **Seasonal storage**

Any watercraft being stored on blocks or trailer, remaining on land (MCYHA property), following spring launch will be assessed a storage fee.

All empty boat trailers, other type trailers, and small watercraft on trailers stored on land (MCYHA property), during summer or winter, will be assessed a storage fee.

11/03/99

### **Winter occupancy**

There will be no occupancy of boats, whether in or out of water, between November 1 and March 31.

3/15/00

### **Floatable boat lifts**

There will be no "floatable boat lifts" of any kind allowed anywhere in the marina.

4/13/00

**Proof of insurance requirement**

No boat will be launched without the marina office having current proof of insurance on file.

4/13/00

**Dock boxes**

All new dock boxes must be purchased from MCYHA and installed by MCYHA personnel.

4/13/00

**Resolution of disputes between slip owners**

MCYHA Board of Directors will arbitrate disputes between slip owners that have reached an impasse, relating to boarding devices and their placement.

6/15/00

**Replacement of slip covers**

MCYHA is responsible for determining when the cover of any covered slip must be replaced. The covers will be purchased and installed by MCYHA personnel at the expense of the slip owner.

1/25/01

**Future availability of covered slips**

No additional covered slips will be allowed at MCYHA.

4/20/06

**Winterizing and summerizing of slip covers**

Winterizing and summerizing (rolling up and down) of the covers on covered slips will be performed by a licensed, bonded and insured maintenance service contracted for this purpose.

4/26/01

**Winter bubbling of boats**

A boat owner choosing to bubble their boat during winter storage will be charged a flat monthly fee to be determined by the board. The monthly fee will include electricity and daily inspection.

11/21/02

**Shrinkwrapping**

All shrinkwrapping must be performed by marina personnel or designated contractor.

12/18/02

**Liability insurance requirement**

Liability Coverage in the amount of \$500,000 per policy/boat for current year and watercraft, must be on file at the marina office. A copy of the Declarations Page of the insurance policy will serve as proof of insurance. Your watercraft will not be launched or allowed to be moored at any slip or dockage at MCYH unless the proper insurance information is provided and on file.

12/18/02

**Federal requirements**

Any watercraft that is stored or moored at MCYHA must meet federal requirements for its size and length. If MCYHA is or becomes aware of a watercraft not meeting federal requirements for safety and/or environmental hazards, if stored it will NOT be launched, if moored it will be HAULED and BLOCKED until corrective action is taken. The watercraft owner will be responsible for any and all fees and charges associated with such occurrences.

1/30/03

**Insurance by contractors**

All contractors must have on file with the MCYHA office a copy of the Declarations Page of the contractor's current insurance policy prior to performing any work on MCYHA premises.

The marina manager will determine if the work to be performed is of a HAZARDOUS or NON-HAZARDOUS nature. Based on that determination, the coverage requirements are as follows:

- 1) Standard per incident is \$1 million minimum of liability insurance for NON-HAZARDOUS work or tasks.
- 2) Standard per incident is \$3 million minimum of liability insurance for HAZARDOUS work or tasks.

6/16/05

**Running air conditioning or moisture mode while boat unattended**

Slip owners and renters choosing to run air conditioning units in either air conditioning or moisture mode feature while their boat is unattended shall pay an annual fee for each unit being used. The annual fee shall be determined by the MCYHA Board of Directors. A sticker denoting that the fee has been paid will be affixed to the electrical box associated with the boat.

6/16/05

**Formal waiting list**

Effective July 1, 2005, MCYHA will no longer maintain a formal waiting list for the sale/purchase of memberships in the association. Management involvement will be limited to facilitating the board's exercise of first right of refusal and transfer of membership.

12/15/05; revised 8/20/09

**Payments by credit card**

Members, renters and the general public may use credit cards for the purchase of gasoline and other products available at the gas dock as well as service repair (parts and labor).

10/15/09

**Credit card on file requirement**

The association reserves the right to require a credit or debit card on file.

1/18/07

**Negotiations on behalf of association**

Individual members of MCYHA are prohibited from negotiating with outside vendors on behalf of the association without written authorization from the Board of Directors.

7/19/07

**Rules Committee**

All decisions that establish policy, procedure, and regulation for MCYHA are to be reviewed by the Rules Committee and approved by the current board membership.

7/19/07

**Damage to boats within marina harbor**

In order to determine MCYHA's level of responsibility, all instances of damage to boats reported to have occurred within the marina harbor will be evaluated by the full board on an individual basis.

MCYHA is not liable for natural conditions beyond our control. Low water levels and objects that float into our harbor are "acts of God."

Caution must be used when leaving and entering the harbor. MCYHA might be responsible in certain cases. For example: a reported problem that is not addressed in a timely fashion.

1/17/08

**Fueling of watercraft on marina property**

To be compliant with Environmental Protection Agency (EPA) regulations, fueling of watercraft on MCYHA property is permitted only at the MCYHA gas dock and on land near the launch well. These two areas provide safety equipment and will limit damage.