

# COPPER COVE HOME OWNER'S ASSOCIATION

## KIVA RULES POLICY

Policy #002

The Board of Directors (Board) has the responsibility to establish and publish policies in order to minimize congestion and maintain the quality of life enjoyed by the Association's membership. The Board has approved the following Kiva Rules Policy:

### **FEE SCHEDULE: (Fee schedule will be reviewed and approved annually by the Board.)**

- Vessel Decal - \$45 per vessel (no more than 4 per lot)
- Guest Temporary Launch Pass - \$45 per day
- Access Card - \$25 (first two per lot – no fee)
- Overnight Docking - \$50 per night

### **HOURS OF OPERATION:** The Kiva Park is for day use only.

- Hours of operation:
  - Summer Season (May 1 - September 30) Opens at 6:00 AM, closes at 9:00 PM
  - Winter Season (October 1 – April 30) Opens at 6:00 AM, closes at 6:00 PM

### **ACCESS – Who can use it:**

1. Members entering or utilizing the Kiva facility must have/present a current Copper Cove Key Card.
  - Cards are available for purchase at the Association office (at Black Creek Park) by members and their immediate family members that are registered associate members and at least eighteen (18) years of age.
  - Photo ID will be used to verify identity when purchasing new Key Cards and may be asked for by Copper Cove staff to confirm identity of person using a Key Card to access the parks.
2. Parties not to exceed a maximum of ten (10) people per calendar day.
3. For large parties over 10 people, a written request must be submitted and approved by the board prior to the event date. Board reviews requests during the normal monthly meetings.
  - **Guests must be accompanied by a member with Key Card to access the launch ramp or to utilize the Kiva Park.** A guest is anyone not named as a member or associate member of a lot within the Copper Cove Association.
4. Animals are not permitted except when transferring between vessel and vehicle. Animals must then be leashed. Service animals excepted. It is recommended that any member with a service animal inform the office prior to the date of access to prevent any confusion with the staff.

### **VESSEL LAUNCHING:**

1. All vessels launched must be registered with the Association and display a current Copper Cove Vessel Decal.
  - Vessels must have current DMV registration to obtain a decal and a copy provided with the vessel decal registration form. Only PDF versions will be accepted electronically.
2. All vessel trailers must be registered with the Association.
  - Trailers must have current DMV registration and a copy provided with the decal vessel registration form. Only PDF versions will be accepted electronically.
  - License plates matching the trailer registration must be affixed to the trailer.
3. The parking of vessel trailers and recreational vehicles is not permitted inside the Kiva gates.

**VESSEL LAUNCHING CONTINUED:**

4. All vessels must be removed from the Kiva Park before draining the bilge and cleaning the vessel.
5. Vehicles towing trailers may not be left unattended at any time inside the Kiva gates.
6. Guest of member or associate member may launch a guest vessel after acquiring a temporary launch pass. Temporary launch passes **MUST** be obtained by the member through the association office prior to date of use by the member and guest. Temporary launch pass only allows for day use docks only, no overnight docking reservations.

**VESSEL DOCKING NORTH DOCKS:**

The North Docks slips #1 through #12 are open for use for any vessel/watercraft displaying a current Boat Decal. The limitations on the use of the vessel slips are as follows:

- Slips #1-2 are for vessel launching, loading and unloading and limited to thirty (30) minutes of continuous use.
- Slips #3 through #12 are limited to day use. See hours of operation in this policy.

**BOAT DOCKING SOUTH DOCKS:**

South dock slips are by reservation ONLY as required per the DOCK SLIP RENTAL POLICY #004.

- Reservations for a dock slip are taken at the Association office starting the first week in May.
- The rental of a dock slip requires a Key Card and current vessel decal.

**NON-COMPLIANCE:**

Non-compliance of this policy may result in the issuance of a violation letter to the member, fines, suspension of privileges removal from the Kiva and/or removal of vessel by an authorized towing company at owner's expense.

Approved \_\_\_\_\_ Date \_\_\_\_\_

# COPPER COVE HOME OWNER'S ASSOCIATION

Policy #003

## VESSEL DECAL POLICY

The Board of Directors (Board) has the responsibility to establish and publish policies in order to minimize congestion and maintain the quality of life enjoyed by the Association's membership. The Board has approved the following policy:

### **ALL VESSELS:**

Vessels and their associated trailers launched or docked at the Kiva shall always display a valid Vessel Decal. All human powered watercraft (kayaks, canoes, paddle boats, etc.) are also required to display a decal even though they are not required to have a registration from a state DMV.

### **ISSUANCE OF VESSEL (TRAILER) DECAL:**

Vessel Decals will be issued to a member/owner of a lot/parcel. To obtain Vessel Decals a Member/owner or their designated agent shall be required to fill out the appropriate application form and provide a copy of the current state registration (when required) prior to the issuance of a Vessel Decal. The application process may be completed in person, by mail, fax or email (only pdf will be accepted by email). Vessel Decal will only be issued upon proper completion of the appropriate application form including all requested information and the member's (or agent's) signature. Vessel Decals are non-refundable and non-transferable.

### **ISSUANCE OF VESSEL DECALS BY STAFF:**

1. Upon completion of the appropriate application form by the member (or agent) and of the required fee, Vessel Decals shall be issued by office staff at Black Creek Park or mailed upon written request.
2. A member or vessel owner must provide a current state issued vessel registration showing the member's name and/or registered to a member's property address within the Copper Cove subdivision.
3. Vessel Decals shall be marked when issued with the member's lot number and date issued.
4. Staff may also (if required) record on the Vessel Decal the vessels CF number or trailer license number.
5. A database of all vessel decals issued shall be maintained in the Association's office.
6. The database shall include the following information: member's name, lot number, vessel owner's name, vessel CF number, trailer license number, date the decal was issued and the name of the person issuing the decal.
7. Decals must be renewed and fee paid annually.

### **RESPONSIBILITY:**

In obtaining annual vessel decals, the Owner/Member or Associate Member of the lot/parcel assumes responsibility for the actions of their family and/or guests. Members and Associate Members are advised to review the Association's Rules and Regulations with their family and/or guests in advance of utilizing any Association common area and/or facilities.

If a vessel is transferred to another owner, then written notice of the transfer must be submitted in writing to the association's office along with the decal that was been removed from the vessel. Proof of the transfer such as a release of liability may be requested as well.

**DECAL PLACEMENT:**

Vessel Decals will be installed on the vessel's left side (port side) adjacent to the State required registration decal. Trailer Decals shall be installed on the left side (port side) of the trailer tongue frame rail. Upon sale of lot/parcel and/or the sale of a vessel or a trailer, the Member is responsible for the removal of all Decals from a vessel, boat, watercraft and/or trailer.

**NON-COMPLIANCE:**

Non-compliance of this policy may result in the issuance of a violation letter to the member, fines, suspension of privileges removal from the Kiva and/or removal of vessel by an authorized towing company at owner's expense.

**NOTE:**

Every Personal Vessel, Boat and/or Watercraft shall be counted as one (1) vessel regardless of how it is transported, multiple units on a trailer or in a vehicle.

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Approved \_\_\_\_\_ Date \_\_\_\_\_

# COPPER COVE HOME OWNER'S ASSOCIATION

Policy #004

## DOCK SLIP POLICY

The Board of Directors (Board) has the responsibility to maintain the safety and quality of the Association's vessel launching and docking facilities. To establish and publish policies in order to minimize congestion and maintain the quality of life enjoyed by the Association's membership. The Board has approved the following Dock Slip Policy.

### **DOCK SLIPS:**

North dock slips #1 through #12 are located closest to the launch ramp. No overnight docking is allowed.

1. North dock Slips #1 and #2 are limited to thirty (30) minutes for vessel launching, loading, and unloading.
2. North dock Slips #3 through #12 are limited to hours of park operation.
3. South dock slips #13 through #22 are by reservation only.

### **DOCK SLIP RENTAL (South Docks Only):**

Dock slips shall be rented to Association owner-members and associate members only. To rent a dock slip the owner-members account must be in good standing. (Good standing means all dues, assessments, fees and fines must be paid in full) Due to the limited number of slips available, the rental of slips shall be limited to one (1) slip per lot or parcel.

Dock slips may be rented up to seven (7) consecutive days, member must wait seven (7) days before a making another reservation. Only one reservation at a time, per vessel decal, will be accepted. Slips will be reserved by number. Slip reservation check-in time is 1:00 PM and check-out time is 11:00 AM at the end of the reservation.

The specific location of any slip assignments will be at the discretion of the Association Staff. Reserved slips will be assigned solely to that vessel for member's use only during rental period. Slips are reserved on a calendar basis and fees must be paid in advance. Slip fees are non-refundable. Slip fees are set by the Board of Directors and reviewed annually. Subleasing of slips is strictly prohibited.

### **DOCK SLIP RENTAL LIST:**

An official Dock Slip rental list shall be maintained by the Association's office staff. The Association's office staff will start taking reservations to reserve a dock slip starting in May. Reservations shall be limited to a maximum of seven (7) days per lot or parcel. The Association's office staff will have open reservations on all remaining un-reserved dock slips. The Dock Slip rental list shall be active only for the current year. For an eligible owner-member to obtain a boat slip the rental fee must be paid in full and a completed/signed DOCK SLIP RENTAL AGREEMENT form must be submitted to the Association office ten (10) days prior to the rental date or use of the dock slip. All vessels and trailers are required to have a current DMV registration and current association vessel decal prior to reservation.

## DOCK SLIP RENTAL POLICY

### RESTRICTIONS:

The lot owner/member is responsible for:

1. All persons utilizing a member's rented dock slip.
2. All damages to a rented dock slip.
3. The Association assumes no responsibility for personal injury, theft, or damage to persons or property at any Association dock facilities.
4. Boating safety, and compliance with all Association rules and regulations, by their family, friends, guests, or renters.
5. Maximum vessel, boat or watercraft size length shall not exceed twenty-six (26') in length and ten (10) feet in width for all dock slips. No protrusions from the vessel over the dock walkways.
6. Dock Slips #1 through #12 are limited "Day Use Only" dock slips and are provided for members on a first come first serve basis. These slips are not subject to reservation. For identification these slips are marked "Day Use Only"
7. No storage of any items on docks. (i.e., toys, tubes, coolers, etc.)

### NON-COMPLIANCE:

Non-compliance of this policy may result in the issuance of a violation letter to the member, fines, suspension of privileges removal from the Kiva and/or removal of vessel by an authorized towing company at owner's expense.

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Approved \_\_\_\_\_ Date \_\_\_\_\_