

## **TRI-PAR ESTATES PARK AND RECREATION DISTRICT POLICY AND PROCEDURE MANUAL**

### **ITEM 5.11      VEHICLE STORAGE LOT**

Rental spaces in the Vehicle Storage Lot will be available for Tri-Par owners/tenants as follows upon signing rental agreement and payment of rental fees:

A. Resident owners and year-round resident tenants will have first priority for annual rental of one vehicle storage space, and/or two kayak/canoe spaces.

B. If additional spaces are available the following will be priority for rental: 2) Seasonal rental at monthly rate to Tri-Par tenants; 3) A second annual or monthly rental to resident owners or tenants; 4) Rental to non-resident owners. In the event spaces are then requested by first priority persons, priority #3 and #4 spaces must be vacated immediately in reverse order of rentals, with full refund of unused rental. Priority #2 will not be renewed at end of terms if needed for first priority.

C. Renters must use only the assigned space. Only one vehicle per space. Vehicles must be centered in space, and five feet from the fence to provide access for mowing. The trustee assigned to Storage Lot may reassign spaces at any time as appropriate for type and size of vehicles.

D. Sub-leasing is not permitted. Friends and relatives are not permitted to use space.

E. Annual rental is for the calendar year. New rentals will be prorated at annual rate from date of rental through December, first month no charge if less than half month, full monthly charge if half month or more. No refunds for unused periods, except involuntary termination of low priority rentals.

F. Monthly rental will be at monthly rate, based on actual rental date, and a full month charge for any portion of a month. Three month minimum.

G. Proof of current registration and insurance required for motor vehicles. Proof of registration required for towed vehicles. Photos required for kayaks/canoes. Evidence required at time of rental and at each renewal. A copy will be retained in office with the rental agreement.

H. All vehicles must remain mobile while in storage. No inoperable vehicles or permanent structures allowed. Kayaks/canoes must be fully secured to racks.

I. Rental rates will be established by the Board of Trustees at their October meeting, and annual payments are due by December 31. Payments not received by December 31 will forfeit space, and vehicle if present may be towed at owner's expense following notification by certified mail.

J. When any renter is in violation of rules and regulations, the District will notify renter by certified mail to their Tri-Par address, allowing 30 days to correct the violation or vehicle will be towed away at owner's expense.

K. Additional terms are included on rental agreement.

Adopted by Trustees – 10/20/2015

### **SECTION 5: POLICY AND PROCEDURE**