



SLIP ALLOCATION PROCESS

PREAMBLE

1. GENERAL PRINCIPLES OF SLSC MARINA BAY SLIP ASSIGNMENTS

1.a - The Sylvan Lake Sailing Club leases 30 boat slips from the Marina Bay Homeowners Association. The Executive Committee of the Club has the responsibility to allocate these slips to its members, together with any additional slips that may be allocated to the Club from time to time by the Association during the term of the agreement.

1.b - The number of Club members owning sailboats exceeds the number of slips available from the Association and therefore it is necessary to establish a process to allocate the slips to the Club Members. (Limited access to other mooring facilities in Sylvan Lake is a motivator for sailboat owners to want to belong to the club. However this is not in itself sufficient grounds for obtaining a SLSC slip).

1.c - Members must recognize that the Club is a guest user of the Marina Bay facilities and conduct themselves with courtesy and decorum at all times. The possession of a Marina Bay slip by a member will depend upon sustained positive behaviour and attitude over time and is secured by measurable participation in club activities.

2. SLIP ALLOCATION GUIDELINES

2.a - All Club Members in good standing applying for slips fall into two categories depending on their status, or "readiness" to be awarded a slip when slips are assigned each year by the executive.

3. CATEGORY 1 - Members in the primary slips shall be considered initially for slip assignment and the slip is theirs to lose.

3.a - Status:

3.a.1 - Club Member in good standing and a boat owner.

3.a.2 - Member currently assigned a slip.

3.a.3 - Submitted a complete Slip Allocation Package (Membership Application / Renewal form, Insurance Certificate, Slip Evaluation Form Rev. 0) and membership renewal fees, slip fees, and racing fees postmarked by December 1st.

3.a.4 - Should the allotted number of slips fall below the current 30 primary slips. I.e. there are more Category 1 Members than slips. The primary basis for allocating the Category 1 slips will be the Owner/Owner Designate Status from the Slip Evaluation Form (SEF Rev. 0). In the event of a tie, membership seniority shall prevail. Only memberships of uninterrupted duration will apply.

3.a.5 - The slip holder losing their slip will be placed into Category 2 for evaluation.

3.a.6 - The Executive will allocate one of the 30 primary slips for special club use. I.e. mark setting boat, committee boat, and it will not be subject to the slip allocation process.

4. CATEGORY 2 - These members will be considered for slip assignment if: the primary number of slips has not been filled by Category 1 Members, or if additional slips have been allocated for assignment by the Marina Bay Homeowners Association.

4.a - Status

4.a.1 - Club Member in good standing and a boat owner.

4.a.2 - Submitted a complete Slip Allocation Package (Membership Application / Renewal form, Insurance Certificate, Slip Evaluation Form Rev. 0) and membership renewal fees, slip fees, and racing fees, postmarked by December 1st.

4.a.3 - Category 2 will be rated yearly to allow for repositioning in queue. The rating formula will be applied to assess queue order.

4.a.4 - The primary basis for allocating the Category 2 slips will be the Slip Evaluation Form Rev. 0. In the event of a tie, membership seniority shall prevail. Only memberships of uninterrupted duration will apply.

4.a.5 - New members applying for a slip, who have no prior slip, membership or participation history, shall complete a Slip Evaluation Form prior to being placed in the Category 2 evaluation.

4.a.6 - The cut-off date for accepting slip applications from new applicants for the current sailing year, will be the first business day after the Marina Bay Homeowner's Association AGM, typically held on the Victoria Day long weekend.

5. RECORDING CLUB MEMBER SENORITY AND PARTICIPATION

5.a - Rating Formula

5.a.1 - Points will only be awarded to the boat owner or owner designate when participating on their own boat.

5.a.2 - The threshold value must be met in order to maintain a slip.

5.a.3 - Points awarded for "on the water" events will be based on the official club race results.

5.a.4 - The Slip Evaluation Form Rev.0 is divided into three categories, with a minimum of 30 points being required to qualify for a slip.

A - Seniority (1 point per year as a continuous SLSC member - maximum of 10 points)

B - Racing (minimum 20 points required)

C - Management & Administration (up to a maximum of 10 points)

6. SLIP ALLOCATION PROCESS

6.a - The harbourmaster evaluate the participation forms, determine the eligibility of category 1 applicants to continue to hold their slip, establish the queue order for category 2, and submit his report and recommendations to the executive by January 15 for review.

6.b - The participation form must be mailed to the club postmarked not later than December 1 and include payment in an amount sufficient to pay membership renewal dues, slip fees and racing fees. A fee of \$50.00 per month will be applied to applications received, or postmarked after December 1.

6.c - All records will be retained and archived by the executive.

6.d - Upon the executive decision on slip allocation, boat owners / owner designates will be notified of their preliminary allocation status by January 30th.

6.e - Allocation is subject to an Appeal Process.

6.f - Notice of final Slip Allocation will be issued by February 15th.

7. SLIP ALLOCATION APPEAL PROCESSES

7.a - Disagreement with slip assignment must be filed by February 1st and will be heard by the executive, a final decision will be made by February 15th. Membership will be notified of hearing date, location, and particulars.

7.b - The executive will appoint an appeal committee if requested by the appellant.

8. OTHER CONSIDERATIONS

8.a - A slip holder may have only one slip.

8.b - Boat length not to exceed 8 meters (26 feet).

8.c - A slip holder may request a sabbatical for no longer than one year. The Executive may approve a sabbatical at any time up to February 15.

8.d - The hiatus will not jeopardize a member's slip assignment or continuous membership.

8.e - During the hiatus period, the executive will assign the vacant slip on a temporary basis.

8.f - Refunds for slip and race fees will be awarded so long as the harbourmaster has been provided with written notice from the owner/owner designate prior to February 15. After that date the harbourmaster will work with the slip holder in an attempt to replace the slip holder with an alternate. Priority will be given to existing club members currently on the waiting list in Category 2. Monetary considerations are the responsibility of the slip holder and the replacement.

8.g - Exceptions to Section 8 will be at the discretion of the executive.

9. MULTIPLE OWNER BOATS

9.a - All multiple owner boats shall register with the SLSC Executive, naming all partners and date entering partnership as per Slip Evaluation Form. All subsequent changes shall be registered at time of change.

9.b - Boats owned under multiple ownership will designate one owner as "owner-designate". Reassignment of the "owner designate" must be submitted to the harbourmaster in writing prior to February 15.

9.c - The owner-designates participation points shall be used in the rating formula for slip allocation.

9.d - The owner-designate shall also be known as the official contact person for that boat.

9.e - Based on the Membership / Slip Evaluation Form, a partner of a boat with less than 2 full years of declared partnership/participation, shall not be eligible for sole category 1 slip assignment should the partnership be dissolved.

9.f - When the multiple owners of a boat terminate their partnership and cannot decide on who is to retain the slip, the slip would then revert back to the Club for reassignment. The former partners shall then apply as category 2 applicants. (This under scores the necessity for all partners to submit individually, their own participation forms each year, as should all members.)

10. Exceptions to these guidelines will be at the discretion of the executive.