

City of Bellevue Marina Wait List Procedures

Beginning October 1, 2009, non-tenants seeking moorage as well as current marina tenants seeking a change in moorage will be placed onto one of two wait lists. The Marina Wait List or the Tenant Transfer List.

The Marina Wait List consists of non-tenants who are seeking moorage at the City of Bellevue Marina. The Tenant Transfer List consists of current marina tenants that have requested a change in the size, type or location of their current slip.

THE MARINA WAIT LIST

Anyone that would like to attain moorage at the City of Bellevue Marina must first be added to Marina Wait List. In order to be added to the Marina Wait List, a Wait List application must be completed and submitted to the City. The Marina Wait List application is available at http://bellevuewa.gov/meydenbauer_marina.htm. In addition to completing the application, the applicant must also submit a Marina Wait List deposit of one hundred dollars (\$100.00) to the City of Bellevue. The Marina Wait List deposit will be applied in full to the tenant's future last month's rent deposit for moorage.

Anyone on the Marina Wait List, who desires to be removed from the Marina Wait List prior to initiating tenancy at the Marina shall receive a full refund of their Marina Wait List deposit provided that proper notice is given to the City of Bellevue. Proper notice for these purposes shall be considered any form of written communication made to the City of Bellevue formally requesting removal from the Marina Wait List. In order to expedite the refund process, it shall be the sole responsibility of the applicant to provide their current mailing address within the written notification.

Only the surviving spouse of a deceased person on the Marina Wait List, retains the position on the Marina Wait List. If a surviving spouse does not wish to remain on the Marina Wait List, a full refund of the deposit will be made once written notification has been received by the City of Bellevue.

In order to ensure accuracy of the Marina Wait List information, the City may occasionally contact each person on all Marina Wait List.

Slip Classifications

The Marina Wait List is classified according to slip length and slip type (open or covered moorage), therefore each classification of moorage within the City of Bellevue Marina shall have it's own list. The list for each size and category is arranged as follows:

- The lists are arranged in chronological order by the date the City receives qualification for the list.

- The City accepts applications only after the applicant completes and submits the application form and payment of the appropriate Wait List fee has been received.
- Applicants for the Wait List may apply for multiple Wait List classifications by completing an application for each desired slip size or type. Applicants with multiple slip classification requests shall be contacted regarding the slip request that becomes available first. If an applicant accepts an offered slip but continues to be interested in other slip classifications, they must apply to the Tenant Transfer List.
- The City shall use only the information provided on the application for notification of moorage openings, therefore, it is the sole responsibility of the applicant to notify the City in writing of any changes to their contact information or changes in desired size and/or type of moorage. In the event that the contact information provided on an application is determined to be invalid, the application shall be considered void.

THE TENANT TRANSFER LIST

Current marina tenants interested in upsizing, downsizing, changing locations or type of slip (covered or uncovered) must request to be added to the Tenant Transfer List.

All transfers of moorage are allowed only under the following circumstances:

- Tenants requesting a transfer in moorage must do so by provide a written request to the City of Bellevue.
- The City of Bellevue reviews transfer requests and determines if the proposal presents any operational problems for other City, tenants or activities.
- All transfers of moorage shall be approved by the City of Bellevue via the execution of new moorage agreements.

The City of Bellevue may disapprove any requested transfer of slip(s) if, in the City of Bellevue's opinion, the transfer is not in the best interest of the City, tenants of the City, or the public.

Refusal of Transfer Opportunity

A current tenant may elect to refuse the first offer of a transfer opportunity from the City of Bellevue. In this situation, the tenant shall remain in the same position on the Marina Transfer List. If any tenant on the Tenant Transfer List, declines an transfer offer a second time, their name will be removed from the list.

If the City of Bellevue determines a slip not to be feasible due to insufficient water depth or slip width, the tenant may be allowed to refuse the slip without losing their place on

the Tenant Transfer List. Operational conflicts such as pier position are not sufficient reasons to refuse a slip without losing position on the lists.

A tenant on the Tenant Transfer List, may also transfer their position on the Tenant Transfer List to an eligible surviving family member in the event of the tenant's death provided the ownership of the boat in the assigned slip is also transferred to the surviving eligible family member.

ASSIGNMENT OF SLIPS

Vacant slips are filled by taking the first name, and subsequent names in chronological order from the Tenant Transfer List. After the Tenant Transfer list has been exhausted, the Marina Wait List will be used in the same fashion.

If a person on any of the lists declines the offered space, his/her name shall be recycled to the bottom of the appropriate list and the chronological date shall be the date declined.

Slips of the same length category have different widths in the marina. If a person on the Marina Wait List is offered a slip that will not accommodate the beam of his/her boat, the offer does not qualify as a "decline" of moorage.

The City of Bellevue may issue any number of moorage spaces as complimentary moorage for other approved uses without prior consideration of the Marina Wait List, or the Tenant Transfer List. Use of these spaces shall comply with all applicable City of Bellevue regulations.

LIMITATION OF SPACES

- No person is permitted more than one permanent moorage slip, unless Tenant commenced tenancy prior to August 1, 2009.
- Marital Community – One Person: The City of Bellevue considers a marital community as one person for the purposes of these regulations.
- Mooring of more than one vessel per slip assignment, except for a pre-approved dinghy, is prohibited unless authorized by the City of Bellevue.

TERMINATION OF MOORAGE

Voluntary Termination

A tenant may voluntarily terminate their moorage contract and relinquish their moorage space to the City of Bellevue. A thirty (30) day written notice is required. Written notification may be emailed to the City of Bellevue at zsmith@bellevuewa.gov or sent to the following address:

City of Bellevue
Parks & Community Services Department
450 110th Avenue NE
Bellevue, WA 98004
Attn: Zarrian Smith

A tenant who voluntarily terminates their space must:

- Return all City keys.
- Pay all charges owing to the City, including any rent or other service charges.
- Comply with the other provisions of this subsection.

A tenant whose name is on the Tenant Transfer List, and who has permanently given up their space, will have his/her name removed from the list.

RIGHT TO CHANGE REGULATIONS

The City reserves the right to alter, amend, or add regulations which affect the Marina Wait List or the Tenant Transfer List, including imposing fees, charges or increases thereof.