

PSA Governing Documents Committee Report  
January 20, 2024

The committee met on January 2<sup>nd</sup>, 2024 @ 6:30 pm, at the home of Dan & Tina Simms.

Members present were Tina & Dan Simms, Merrisue Steinman, Velinda Brown, Sue Lord, Forrest Strickland and Will James.

The committee reviewed recommendations presented by Will James at the November 18, 2023 board meeting regarding a more stringent penalty process and came up with a policy we believe to be sufficient.

STR/LTR Application Process

- 1) Long Term Rental (more than 30 days)
  - a) New and renew Landlord/tenant form, together with a copy of the rental/lease agreement, are to be sent to the PSA secretary by January 31<sup>st</sup>.
  - b) If the Landlord/Tenant form application is not received by the January 31<sup>st</sup> deadline a \$250 penalty will be applied. If the penalty is not paid within 30 days of the application deadline, the member will be sent to collections.
- 2) Short Term Rental 30 days or less
  - a) Short Term Rental applications must be submitted to the Governing Documents Committee by May 1<sup>st</sup> of each year. New owners may apply after the May 1<sup>st</sup> deadline. The application fee is \$50.00. The governing documents committee will review and approve or deny applications within 30 days and report to the BOD. A current rental list will be sent to the PSA secretary by the property owner. STR tenants will have NO access to the PSA park or marina.
  - b) If the short-term rental is operated without an approved application, a penalty of \$250 will be assessed per each occurrence (occurrence is defined by each rental contract).
  - c) Penalties will be assessed by the board of directions upon recommendation of the Governing Documents Committee.
  - d) Member will be notified of penalties via certified US mail at members' expense.
  - e) Penalties not received within 30 days, the member will be sent to collections.
  - f) Once penalties are paid in full, an application with applicable fee will be considered.

Approved by the board already:

Changes: Any changes to addresses, phone numbers, e-mail addresses, and ownerships, should be mailed to the PSA address (261 E Shore Dr, Grapeview 98546) or emailed to the PSA secretary and the water manager, NWS, by the property owner.