

# Lake Canyon Yacht Club

## Club Rules

By the authority vested in Article II, Section X of the Club's bylaws, the following rules and regulations have been approved by the Board of Governors, and are established and effective as of January 1, 2014 until further notice.

The purpose of Club rules is to encourage and support the enjoyment of the Club by its members, their families and guests. The rules are crafted to resolve issues that arise within a membership organization such as the Club; however, specific rules will not resolve all situations and members are encouraged to speak to Board members or officers for clarification. These rules supersede all prior rules on the subjects addressed.

Club policies are incorporated into these rules. During the year, revisions or new policies may be published in the Ditty Bag or posted on the Club bulletin board, and distributed in member billing statements. Each member has a duty to be informed and to abide by Club policies as published.

### I. General Rules

Members are expected to act appropriately and courteously in their interactions with other members, children, youth, guests and Club staff. The manner in which we conduct ourselves and treat our fellow members, employees and guests reflects upon us and our Club.

All members, guests and employees of the Club shall obey all federal, state and local laws, ordinances and regulations when present on Club property. Non-emergency situations pertaining to law enforcement issues should be phoned to the Comal County Sheriff's Office at 830-620-3400 or 877-724-9477 toll free.

All members, guests and employees of the Club shall comply with any safety rules adopted by the Club.

Loud and boisterous behavior should be avoided on Club grounds and in the marina after 11PM.

Any damage, charges, liability or misconduct created by any members, family, or guest on the Club premises will be the responsibility of the member and the Club may assess such charges against such member. Members must reimburse the Club for any damages caused by their dependents, guests, and individuals hired to work on their personal property (contractors, boat captains, etc.) while on Club property.

Suggestions and complaints may be addressed to the Commodore or Board in writing, dated and signed by a member.

The Club is not responsible for personal property left on Club premises.

Officers, Members of the Board of Governors and the Property Manager are authorized to enforce all rules and regulations. The Commodore is authorized to handle any situation not covered by the rules.

### II. Facilities

#### A. Clubhouse

1. No member or guest is permitted to remain in the clubhouse overnight.
2. Before departing, members are responsible for ensuring that the Club House has been secured; this includes the closing and locking of windows, sliding doors and entrance doors. Appliances are to be turned off.
3. Members may rent the clubhouse on weekdays, excluding Saturdays and Sundays, for private parties so long as there is no conflict with club events. The rental fee is \$50 per day for parties with up to 50 guests plus a \$75 fee for cleanup. The rental fee for private parties with over 50 guests is \$1.00 per person plus the cleanup fee of \$75. The property manager will be responsible for cleanup arrangements in order to assure that the club standards are met. Rental includes use of kitchen/clubhouse facilities; it does not include consumable supplies such as condiments, disposable plates, flatware, cups, napkins, paper towels, aluminum cookware, etc. Rental includes non-exclusive use of the pool.
4. Any items removed from the club house (e.g., grilling implements) must not be taken off the decks and must be returned, cleaned, and put away properly after use.
5. For private events, it is expected that the kitchen and all facilities used will be left clean and no food be left in the kitchen or refrigerators. Please take home or discard leftovers. Garbage must be transported to the dumpster at the top of the hill.
6. For club events, any unlabeled food or supplies left in the club house may be used for other club events or discarded at the discretion of the Activities Chair or a designee.
7. LCYC members and guests are encouraged to place recyclable trash in the bins marked for that purpose.
8. Pets of any kind are not allowed in the clubhouse or contiguous decks unless there is a sign designated "pet friendly area". Please refer to pet policy in the Club Property section of the rules.

B. Club Property

1. No items of club property shall be removed, rented or loaned without specific authorization from the Property Manager or Commodore (or their designee). This includes but is not limited to furniture, appliances, and audio visual equipment.
2. Newspapers, magazines, books or property belonging to the Club may not be defaced or removed.
3. Bulletin Boards - Club bulletin boards are for official LCYC use only. All postings should be approved by the club Property Manager, Commodore, or a designee. Only official LCYC announcements may be posted on doors, windows, appliances, etc. The member bulletin board may be used for posting items for sale or rent, and for vendor notices. The club reserves the right to remove any inappropriate notices.
4. All members shall be responsible for placing litter in trash receptacles, and are encouraged to pick up litter on Club property.
5. Fires shall be built only in authorized and designated areas. No open fires are permitted anywhere on Club property when fire and burn bans are in effect. This includes the fire pit in the camping area.

C. Roadway and Parking

1. Members are encouraged to display an LCYC burgee decal.
2. There is a 12 mph speed limit anywhere on LCYC property.
3. Please observe restrictions on reserved parking spaces.
4. There is NO PARKING at the head of the marina ramp except to load and to unload, and the time limit is 15 minutes.
5. Handicap parking is available and indicated by a Handicap Parking sign. Vehicles parked in designated handicap spaces must display a valid handicap sticker or license plate.
6. The club is authorized to tow improperly parked vehicles.
7. Members and guests must use designated parking areas for trailers. Trailers (with or without boats) parked in unauthorized areas will be moved by Club employees at the direction of the Docks and Grounds Chair.
8. Trailers parked on Club property shall be marked with the member's number on the tongue of the trailer.
9. Parked boats must present a reasonable appearance.

D. Recreational Vehicles

1. People using RVs for camping must park in areas designated by the Property Manager. RVs may remain on Club property for up to, but not exceeding, 10 consecutive days. Parking longer than 10 days requires approval of the Board of Governors and will result in a charge of \$100/day.
2. Do not discharge holding tanks on LCYC property.
3. LCYC does not allow storage parking of RVs on Club property.

E. Pool

1. The Club furnishes no lifeguard at any time. Swim at your own risk. Children under 12 years must be accompanied by and supervised by an adult in the pool area.
2. No diving, running, or rough play is permitted in the pool area.
3. No glass is permitted in the pool area.
4. No pets are permitted in the pool area.
5. Jumping from the clubhouse deck into the pool is prohibited and will result in expulsion from the Club.
7. Anyone with an open cut, sore or abrasion, eye, ear or nose infection, any communicable rashes or disease, shall not use the pool.
8. Babies must wear swim diapers in the pool; they should not be changed on the poolside tables.
9. Nudity is strictly prohibited at the pool.

F. Work Area – Boats parked in and around the work area are to be clearly identified with the owner's name and a phone number. Space in the work area is limited and proper identification is needed when contacting owners to move boats to prevent over-spray or to make room for others needing pad space.

1. A-Frame Hoist and Mast Crane

- a) The A-Frame Hoist and Mast Crane are available for use by LCYC members and their authorized contractors. Either unit is used at the member's own risk. The Mast Crane is also available for use by regatta participants.
- b) You must obtain a Safe Operations Check from the Club (Property Manager or Maintenance Staff) prior to using the A-Frame Hoist.

- c) Reservations for the use of the hoist must be made through the Property Manager. The hoist can be reserved for a maximum of 1 day.
  - d) Do not exceed the 2-ton maximum weight capacity of the A-frame hoist. The Boat Lift's capacity is posted on each of two chain hoists.
  - e) Do not leave a boat on the hoist overnight or when you are not working on it unless it is safely supported.
  - f) The Mast Crane's maximum lifting load is 600 lbs. This crane is for the hoisting of masts only. The lifting or hoisting of persons is strictly prohibited. Prior approval from the Property Manager is required if objects other than masts are to be hoisted by the mast crane.
  - g) Please consult with LCYC staff on proper operation of Mast Crane and Boat Lift.
2. Work Area and Restrictions
- a) The work area is only for boats that are actively being worked on by members and their authorized contractors. Boats not being actively worked on may be removed from the work area by Club personnel.
  - b) Reservations for the work area (slab or dirt) must be made through the Property Manager.
  - c) The work area can be reserved for only two weeks at a time, after which it can be reserved for another two weeks, if not already reserved by another member.
  - d) Boats that exceed the approved time limit will be removed from the work area by Club personnel.
  - e) Any additional consecutive time desired in the work area must be approved by the Property Manager and will be reported to the Board.
  - f) Members and their authorized contractors must capture droppings from sanding, grinding, or painting on plastic sheeting and dispose of them safely off LCYC property.
  - g) Members and their authorized contractors may not leave hazardous material on LCYC property.
- G. Launch Ramp – Every Day Rules
1. Safety:
    - a) No one is allowed to ride on trailers or boats moving up and down the ramp or any other location on Club property. The only exception is just prior to a boat entering or being retrieved from the lake.
    - b) Trailer safety chains MUST be attached securely whenever your trailer is moving.
    - c) Walk on the sidewalk beside the ramp, staying to the east of the rail.
    - d) Swimming and dog play are not allowed on the ramp or in the launch area while boats are being launched or retrieved.
  2. Drop-off Parking:
    - a) The small parking pad at the end of the launch ramp is restricted to pick up or drop off only. In order to make this area available to all members, a maximum of 15 minutes parking is allowed.
    - b) Unload your equipment to a cart and move your vehicle to designated parking above the ramp. Return to the loaded cart to transport your equipment to your vessel.
    - c) Please park your vehicle in a designated area above the ramp prior to taking equipment to your boat.
  3. Parking Dollies, Golf Carts and Motorized Vehicles: Unattended board boat dollies, trailers, members' golf carts and motorized vehicles are an obstruction and safety hazard when left anywhere along the launch ramp. Please move golf carts, ATVs and dollies to the gravel area next to the ramp or to the ledge beyond the Porta-Potty. Automobiles of any type are not allowed to park on the ramp.
  4. Use of Hand Carts:
    - a) Please unload your equipment from the cart and immediately return it to the storage area at the ramp for others to use.
    - b) Do not leave carts in the slip area or on the Super Dock.
  5. Launch/Recovery of Vessels:
    - a) The launch ramp has two lanes. Do not move your trailer/car down the ramp until a launch space is open.
    - b) Use chocks (yours or those provided by the Club) to ensure that your trailer is properly blocked before releasing it from your vehicle. Maintain control of your trailer at all times.
    - c) After you launch your boat, move it away from the launch area before securing it to the walkway. The launch area is designated by a yellow line along the walkway. Please be courteous and do not moor along the yellow line.
    - d) Unattended boats tied in the "yellow line" launch area may be moved along the dock and tied at a new location.
    - e) Do not leave unattended cars and trailers at the bottom of the ramp.

6. Trailer Parking:
  - a) Members may use parking places striped for trailers in the lower parking area.
  - b) No trailers may be parked in the mid-level parking area at any time.
  - c) All other members' trailers must be parked in the long-term parking area near the Club entrance.
- H. Launch Ramp – Special Rules for Regattas
  1. Parking
    - a) Large scale sailing events, such as the Wurstfest Regatta, require use of the lower-level parking area for Regatta participant boats. No unattended vehicles may park in the lower-level area from noon on Friday until 6PM on Sunday of the Regatta weekend.
    - b) Unattended vehicles may be towed at owner expense.
    - c) Members will be provided notice when special parking rules are in effect for sailing or social events.
  2. Launch/Recovery of Boats: At the conclusion of regattas, guest competitors should be given priority for recovery of their boats. LCYC members are requested to tie their boats at the far end of the walkway and not recover them until guests have had an opportunity to recover their boats.
- I. Slips and Docks
  1. The slip lease places full responsibility on the lessee for compliance with the LCYC Standards for Slips. Under emergency conditions where club assets or other member's boats are threatened, LCYC may act as a volunteer to correct extreme conditions. LCYC assumes no responsibility to intervene on behalf of the lessee regarding compliance with these standards. Where non-compliance is observed the lessee may be notified and given 14 days to take corrective action. If lessee fails to correct the problem the Board may terminate the lessee's lease under paragraph 5 of the slip lease. If LCYC intervenes under emergency conditions, the lessee shall be billed at 2.5 times the labor rate and 1.5 times the cost of materials. It is strongly recommended that lessees who may be absent from the club for extended periods of time arrange for someone to provide monthly inspection and repair of dock lines.
  2. No lines, including electrical cords, shall be placed across the marina trunk or marina fingers in such a way as to constitute a tripping hazard. No boat shall be secured to a finger in such a way that any part of the boat extends over the dock walkway, e.g. bowsprit.
  3. Shore power cords must be disconnected from the pedestal whenever shore power is disconnected from a boat.
  4. Swimming under the marina structure is prohibited.
  5. Swimming in the pool or in the marina and around the docks is always at the swimmer's risk; there are no lifeguards at LCYC. Swimmers accept the risk of drowning, mechanical devices in and around the water, power and sail boats, wildlife (e.g. snakes), and electrical hazards.
  6. Swimmers must move to a safe position near the docks when boats are under way.
  7. A speed limit of 4 knots shall be observed in the vicinity of the marina system, starting at the breakwater. Excessive wake is to be avoided.
  8. Modifications to slips (Hydro Hoists, Dock Boxes, Corner Wheels, etc.) must be approved by the Docks and Grounds Committee prior to installation. All items to be permanently affixed to the dock or slip area must be installed by an approved vendor; for a list of vendors, see the Docks and Grounds Committee Chair.
  9. Slip lessees and their guests should not make or permit any annoyance, hazard, or nuisance in the marina that will interfere with the rights or comfort of members. Slip lessees are responsible for the conduct of their guests. It is the slip owner's responsibility to make their guests aware of the rules, including any changes, and ensure their guest's compliance.
  10. Mechanically powered vehicles are prohibited on the marina ramp, walkways and docks with the exception of LCYC equipment driven by authorized LCYC employees. Members and guests with mobility disabilities who are confined to wheel chairs may use manual or powered wheel chairs on the marina ramp, walkways and docks, provided they don U.S. Coast Guard approved personal flotation devices before leaving shore and are accompanied by a mobility capable person at all times.
  11. Fishing is allowed from the docks only when it is safe. Walkways must be kept open. Fishing is not allowed during times of heavy traffic. No hooks or lures will be left on the walkway at any time; fishermen must clean up and remove all debris and material before they leave.
  12. Children age under 12 must always wear an approved Personal Flotation Device (PFD) when on the docks and around the water.
  13. Parents must supervise children under 12 at all times when swimming off the docks.

14. Fuel containers must not be left unattended on the dock or in the area of the bottom of the ramp.
  15. The possession of unlicensed loaded firearms, ammunition, bows, crossbows and spearguns of any kind and other similar other weapons is prohibited.
  16. Possession of explosives or explosive devices of any kind, including fireworks or other pyrotechnics is prohibited.
- J. Safety – LCYC is not responsible for the safety of those who use its facilities.
1. Members should always observe general safety rules.
  2. First Aid kits are available at the Super Dock, Club House and Maintenance Shop.
  3. In case of emergency, refer to the safety plan posted on the Super Dock and on the bulletin board at the west end of the lower Clubhouse.
  4. Automated External Defibrillators (AEDs) are located in the Club House and on the Super Dock.
  5. Phones for calling 911 are located at strategic areas around the club property.
  6. Swimming in the pool or in the marina and around the docks is always at the swimmer's risk; there are no lifeguards at LCYC. Swimmers accept the risk of drowning, mechanical devices in and around the water, power and sail boats, wildlife (e.g. snakes), and electrical hazards.
- K. Security – LCYC is not responsible for the security of those who use its facilities.
1. Security Gate
    - a. The Front Gate may be left open for regattas and other club events.
    - b. For private social events, the gate will be left closed and the host member must obtain a special access code from the Property Manager for guests.
    - c. Members should not share the General Gate Code with non-members. Instead, an event code provided by LCYC shall be judiciously given to guest non-members.
  2. Club House
    - a. The Club House entrance code shall not be shared with non-members. Special events that require access to the Club House will be addressed individually.
    - b. Before departing, members are responsible for ensuring that the Club House has been secured; this includes the closing and locking of windows, sliding doors and entrance doors. Appliances are to be turned off.
  3. Members are encouraged to speak with unknown persons on LCYC property, greeting them and inquiring if they are members. If they are not members then it is appropriate to ask who is their host member. Uninvited visitors should be informed that LCYC is a private club and that they should leave immediately. Confrontations should be avoided; if possible obtain a description or cell phone photo of the individual(s) and their car license. Suspicious conduct or activities should be reported to the Commodore and to the Property Manager as the circumstances warrant.
  4. Emergency law enforcement, fire, health and safety issues should be phoned to 911.
  5. LCYC grounds are regularly patrolled by Comal County Sheriff deputies. Non-emergency situations pertaining to law enforcement issues should be phoned to the Comal County Sheriff's Office at 830-620-3400 or 877-724-9477 toll free.
  6. The Commodore or Property Manager should be contacted to report ALL phone calls made to the Sheriff's Department or to 911.

### III. Use of Club Power Boats

- A. Only members, employees and non-members granted specific permission by the Club are authorized to operate Club power boats for Club events and regattas. Requests for non-members to operate Club power boats shall be submitted by the appropriate Committee Chair to the Commodore for approval. The Committee Chair or his/her designee shall confirm the competency of any person permitted to operate a Club power boat for Club events and regattas.
- B. The aluminum Club skiff parked in the marina is available for member's use and for emergencies.

#### IV. Member Responsibilities

- A. Clubhouse Dress Code – Members, their guests and families are expected to dress appropriately for a family oriented club when on LCYC property. Revealing clothing is inappropriate and public nudity is strictly prohibited. Bathing suits must be covered in the clubhouse. Shoes and shirts should be worn at all times in the clubhouse.
- B. Smoking – Smoking is allowed only in the picnic areas and other open areas on Club property. It is not allowed inside the LCYC Clubhouse or restrooms, on the decks, on the super dock, in the pool area, or in maintenance buildings. Please use ash containers that are provided.
- C. Gambling is not allowed on Club property.
- D. Non-motorized wheeled devices (for example, skateboards, skates, scooters and similar wheeled devices) are prohibited on Club property, except for Yard Arm Drive. Non-motorized and motorized wheel chairs are welcome on Club grounds, but occupants must wear an approved PFD while on the docks. Bicycles are allowed on club grounds but not on the docks.
- E. Guest and Visitors
  1. The conduct and charges of a guest are the responsibility of the sponsoring member.
  2. Members must accompany their guests on Club property unless they obtain specific authorization for unaccompanied guests. The Club Administrator may authorize by letter non-resident unaccompanied guests for 14 days for a fee of \$10. The authorizing letter will be posted on the bulletin board during the effective period.
  3. Members are expected to advise guests of Club rules, especially regarding dress and conduct.
  4. Any violations of Club rules by a guest should be reported to the Board of Governors.
  5. Members may not knowingly host persons who have applied for and been denied membership, are suspended from membership or have been expelled from the club.
  6. A Club officer, member of the Board or the Property Manager may withdraw the privileges of a guest in response to a confirmed violation of Club Rules.
  7. Vendors that support private events are considered “Guests” of the sponsoring member. It is the responsibility of the sponsoring member to provide the vendor information on but not limited to: club rules, where to set up, what to do in case of an emergency, whom to contact for assistance, and the general expectations of the club.
  8. The Board may modify the guest policy for special events.
- F. Children and Young Guests - Children under age 15 must be supervised by an adult member or must be participating in a Club sponsored event with adult supervision.
  1. Club members are responsible for the conduct of their children at all times while on club property.
  2. Individuals age 18 or older are expected to apply for club membership if they desire to use the club facilities. Individuals 18 or older who are non-residents are, by definition, guests.
  3. Except as provided in paragraph 4 below, children under the age of 18 are allowed to bring guests on LCYC property only if the LCYC member parent is on LCYC property to provide parental supervision.
  4. Children ages 15 through 17 may use club grounds and facilities under the conditions applicable to all members without their parent members being present on the club grounds. With parental permission, children ages 15-17 may bring one guest to the club.

Before using club grounds and facilities without parental presence, the parent member and child must sign and submit to the club administrator a written statement that includes the following:

    - Permission for the child age 15-17 to use club grounds and facilities without parental presence and supervision.
    - Permission for the child age 15-17 to bring one guest to the club without parental presence or supervision.
    - A statement regarding the child’s swimming ability, boating experience and expected activities at the Club.
    - Acceptance of personal and financial responsibility for the actions of the member’s child.
    - Emergency contact numbers (home, office, cell) for the parent members.
    - Release of LCYC from liability for injuries and property damage incurred while the members’ children are present on LCYC property.
    - Any other requirements the Board of Governors deem necessary.
  5. A roster of (i) children ages 15-17 who are approved for use of club grounds and facilities without parental presence and (ii) parental/emergency contact information will be posted on the club bulletin board and other locations determined by the BOG.

6. It is the desire of LCYC to provide a safe and constructive environment for all its youth participants. Adults involved with any youth activity should ensure that proper safety measures are being followed.
7. Before the child of a club member may use club junior sailing boats by themselves, the child must successfully complete a (i) swim test, (ii) boating use test, and (iii) boating safety test. Parents must sign a maintenance agreement and liability waiver in addition to adhering to all rules established by the Junior Sailing Program. Boats must be signed out each time they are used and any deficiencies or damage must be reported.
8. Only members, employees and other non-members granted specific permission by the Club are authorized to operate Club power boats for Club events and regattas. Requests for non-members to operate Club power boats shall be submitted by the Youth Committee Chair to the Commodore for approval. The Youth Committee Chair or his/her designee shall confirm the competency of any person permitted to operate a Club power boat for Club events and regattas.

G. Pets

1. Owners must clean up after their pet.
2. Pets are not allowed in the clubhouse, pool area, pool deck, McKown deck (above the pool), under, in or around any club tent that may be erected on club grounds.
3. The deck immediately north of the clubhouse is designated a pet friendly zone and members are allowed to bring pets into that area.
4. Pet owners will keep pets on a leash, under control and out of contact with other members and guests outside the pet friendly zone.
5. Additional pet restrictions may be applied during club events and functions.

H. Publicity

1. The Club is a private organization and its recreational and social activities are intended for the benefit of its members and guests.
2. Inquiries from the media concerning the Club, its members or activities shall be directed to and responded to by the Commodore, or other Board-designated Club representative.
3. When media representatives are guests of members, the inviting members will advise them that the Club proceedings and activities may not be reported or made available for publication. The exception is media publicity sanctioned by the Club or the Board.
4. Members and employees may not engage in any communication which is intended to be published in any media without providing explicit notice to the solicited member.
5. The use of photographic or video equipment on Club property is permitted for personal use only. Release of pictures or stories to the media concerning Club activities is prohibited unless approved by the Commodore or other Board-designated Club representative.

I. Roster

The Club Roster may not be used for any commercial or charitable purpose, and may not be given to any nonmember for any purpose.

J. Solicitation of the Membership

Board permission is required for charitable and other solicitation of the membership. Such solicitation must be conducted by the Club.

K. Business Use of Club and Facilities

Club property and facilities may not be used for business, commercial, charitable or political purposes by members without prior Board approval.

V. Interaction Among Management, Members and Employees

- A. The Board has the sole authority to hire, assign work, layoff, recall and discharge employees.

- B. Members are requested to report any violations of Club policies or rules by a member, guest or employee to the Commodore, an Officer or Board member, or the Property Manager.
- C. Members' Behavior toward Employees
  - 1. Members will treat Club employees with dignity and respect. Inappropriate member conduct (as determined by the Board) toward employees may be grounds for disciplinary action.
  - 2. Members will not give orders to, nor reprimand employees.
  - 3. Members should report employees' inappropriate conduct immediately to the Commodore, an Officer, Board member, or the Property Manager.
  - 4. Members may not request services from employees that require employees to leave Club premises.
  - 5. Members will not give gratuities to Club employees in performance of their duties.
- D. The Club may employ a member's immediate family member only with approval of the Board.

#### VI. Alcoholic Beverages at LCYC

- A. Age Requirement: Persons under 21 years of age are not permitted to consume any alcoholic beverage on Club property. Members, guests and employees of the Club may not provide minors with alcoholic beverages on Club property. Members and their guests will observe the liquor laws of Texas. Minors may not possess or be served alcoholic beverages on Club property.
- B. Alcoholic Beverages and I.D. Cards: The Club may require identity cards to establish the ages of those seeking alcoholic beverages, or who are observed to be consuming alcoholic beverages.
- C. Intoxication: Intoxication on Club property is prohibited.

#### VII. Enforcement

Willful or repeated violations and/or circumvention of Club policies or rules by a member or member's family may result in disciplinary action up to and including expulsion from the Club. Disciplinary actions will be determined by the Board of Governors.