



# 2019 CANOE RACK PROCEDURES and POLICIES

## RENTAL PROCESS and ASSIGNMENT OF RACKS

**Return rentals/applications:** NEW THIS YEAR: Return 2018 renters will be able to process their canoe rack rental online or submit a paper applications (available at the Parks and Recreation office at City Hall) beginning at 9:00 a.m. October 31<sup>st</sup>. 2018 renters in good standing will have priority regarding 2019 rental if an online rental has been processed no later than December 14, 2018 or a 2019 Return Renter Canoe Rack Application and payment is received by Parks and Recreation staff by 4:30p.m. December 14, 2018.

Return renters have priority to rent the same rack as the previous year. If a change in racks is desired, this request should be stated during the online rental process, or on the paper application. Change requests are not guaranteed but will be processed in the order received as availability permits after the return renter deadline. If the newly requested rack is not available the applicant can choose to stay on the 2018 rack or request a cancellation (see *Refunds* below.) Return renters who miss this priority rental period must submit their application during the general rental/application period.

**General rentals/applications:** Available online and at City Hall beginning at 9:00a.m. February 5<sup>th</sup>. During the rental process online renters will be allowed to pick their rack from those that remain available to rent. Renters choosing to submit a paper application should list back up choices should their first choice not be available when their application is processed.

## EXCHANGE OF RACKS

Subject to approval of the Parks and Recreation Manager and to the recording of the reassignment in the Parks and Recreation office, rack holders are permitted to (1) exchange racks with each other; (2) replace a watercraft with a newly purchased watercraft provided the new watercraft is of suitable size for rack; and (3) in the event of a sale, change the name of the permit holder to the new owner. In the event of a transfer of the craft to a new owner, assignment of rack to the new owner will continue for the current year. Vacated racks will be reassigned by the Parks and Recreation Division. If rack holders choose to exchange racks, the request must be made in writing, by both parties, directly to Bloomington Parks and Recreation.

## APPLICANT

The Bloomington Parks and Recreation Division will recognize only the person whose signature appears on the Application/Agreement form as being the responsible holder of the canoe rack. At no time may this individual sub-lease or receive moneys for the use of his/her leased rack without acquiring authorization from the Parks and Recreation Manager.

## RACK RENTAL PERIOD and REMOVAL OF CRAFT AT SEASON'S END

**The canoe rack rental season is May 1, 2019 through October 31, 2019. All crafts, locks, etc. must be removed from the racks no later than October 31<sup>st</sup>, 2019.** Watercraft still on racks after October 31, 2019 may be impounded. A minimum service charge of \$50.00 will be required for property owners to reclaim their craft. Also, in order to provide protected storage space, impounded crafts owners will be charged a minimum fee of \$50.00 per month that their craft is impounded.

## ACCEPTABLE WATERCRAFT (Type & Maximum Dimensions)

In addition to canoes, the only other watercraft to meet the criteria for use of racks are sailboards or kayaks. **No watercraft may exceed the following dimensions: 20 feet in length, 36 inches in width and 20 inches in depth.**

## STATE LICENSE

All watercraft used in the City of Bloomington must be licensed by the State of Minnesota, in accordance with provisions of the Bloomington City Code, article III, Section 5.21 (7)(D). Applicable exception to this law would be non-motorized watercraft 10 feet in length or less. For registration information call the Minnesota Department of Natural Resources at 651-296-2316.

## SECURING OF CRAFT

**It is mandatory that your craft be secured by your own device to the assigned rack at BOTH the front and the rear.** This is to prevent the possibility of the watercraft coming loose during high winds. When this occurs, damage to other watercraft could be considered the liability of the rack holder who failed to have his/her watercraft properly secured. Each watercraft must sit securely on its assigned rack. No craft should be touching/resting on the ground.

## REVOCAION OF PERMIT

Permits for the current year may be revoked in cases where the rack remains unused without sufficient cause by the permit holder for any consecutive 4-week period or in a case where the permit holder has been advised that the watercraft is not appropriately secured to rack and permit holder does not make the required corrections.

## REFUNDS

The rental fee may be refunded (less a \$10.00 administrative fee) if requested in writing and received prior to April 24, 2019.

## SUBSEQUENT RENTALS

Canoe rack rentals will not be ongoing from season to season. All applicants must reapply each year.