

MUNICIPAL YACHT HARBOR MANAGEMENT CORPORATION

SLIP ASSIGNMENT PROCESS ADOPTED JANUARY 8, 2019

In order to insure fairness in the assignment of slips in Municipal Yacht Harbor, the New Orleans Municipal Yacht Harbor Management Corporation (MYHMC) proposes the following process:

- Only Existing West Pier Slip Tenants (“Tenants”) in compliance with eligibility requirements of the Resolution “Authorizing Slip Lease Rules for Existing Tenants in the Restored Harbor” (“Slip Lease Rules”) adopted at the MYHMC Board meeting on 9/11/18 are eligible for this process.
- Slip assignments will be made in accordance with the Municipal Yacht Harbor Management Corporation Harbor Rules and Regulations (“Harbor Rules”)

PHASE 1

As a part of the Harbor reconstruction process, it will be necessary for all Tenants and occupants of slips on the West side of the Harbor to vacate their slips upon notice from MYHMC.

- Occupants who are not in ongoing compliance with the Slip Lease Rules and Harbor Rules are not eligible to qualify as “Tenants” and must immediately vacate the Harbor entirely.
- Tenants with valid leases and who are in compliance will be assigned a slip on the newly-constructed piers on the East side of the Harbor.
- The size slip assigned will be based on Harbor Rules and Regulations. Should an appropriately-sized slip not be available, Tenant may be assigned to a larger slip but charged for the appropriately-sized slip at the discretion of MYHMC. Note that it is the Tenant’s sole responsibility to select a slip that complies with the Harbor Rules; failure to do so will result in slip reassignment and charge for the appropriately-sized slip.
- Lottery numbers will be drawn on **Wednesday, January 30, 2019 at New Orleans Yacht Club beginning at 1:00 p.m.** Tenant need not be present but may attend to observe the process. A list containing lottery positions will be published and available on the MYHMC web site within 48 hours.
- The actual assignment of slips will be held by lottery to be held on **Wednesday, February 6, 2019 at New Orleans Yacht Club beginning at 1:00 p.m.** The tenant or his

authorized representative (such appointment must be made in writing) may attend the lottery or may allow harbor staff to select their slip.

- After all current Tenants are assigned slips, should any additional slips be available, applicants on the Waiting List will be contacted to apply for an appropriately-sized slip lease in accordance with the Waiting List Rules adopted by the MYHMC Board on 9/11/18.

PHASE 2

Prior to the completion of the construction on the West side of the Harbor, tenants will be allowed to select a permanent slip on either the East or West side of the Harbor.

- The actual assignment of slips will be held by lottery to be held at a time and place published in advance. The tenant or his authorized representative may attend the lottery to select a slip.
- The first part of the lottery will be for those wishing to relocate to the West side of the Harbor followed by those wishing to relocate within the East side of the Harbor.
- After all existing tenants have been assigned new slips, those on the Waiting List will be contacted to be processed for a slip assignment.
- As part of this process, each tenant will sign a new lease at current slip rental rates as approved by the MYHMC Board.

PHASE 3

Upon completion of the Phase 2 (assignments/reassignments of slips), normal slip assignment and lease processing will begin

- An existing tenant desiring to change slips should notify MYHMC staff of their desire. Their name will be placed at the head of the Waiting List for that size/location slip. When and if the appropriate slip becomes available, the Tenant's lease will be transferred to that slip, subject to any adjustments for slip size and to a transfer processing fee of \$100.
- New tenants will be invited to apply for a slip lease on an ongoing basis as slips become available based on their position on the Waiting List and the required slip size. Those on the Waiting List should insure that the MYHMC staff has current contact information on file. Waiting List members who are unable to be contacted within 7 calendar days will be passed over once, but retain their position. Should such an occurrence recur, their name will be dropped from the Waiting list.