

HMC MANAGEMENT
FERRY ACCESS POLICY

Effective October 1, 2009

Vehicles

No vehicle will be permitted to board the ferry unless:

1. There is a valid HMC sticker affixed in the designated area, **OR**
2. The driver of the vehicle can produce a valid guest pass, **OR**
3. It is a temporary-use vehicle driven by an owner, **OR**
4. It is a contractor's vehicle listed on a valid HMC Form 18, **OR**
5. It is a refuse and/or recycle vehicle.

Exceptions – No Charge for Ferry Passage:

Fire Department, Emergency Medical Service, Law Enforcement.

Public utility (electric and telephone) providing Island-wide service, HMC Management service or outage repair.

Employees who do not live on the island.

Walk-ons

Walk-ons are permitted to board the ferry if:

1. They are HMC members and are so identified by the ferry crew, **OR**
2. They can produce a valid guest pass, **OR**
3. They are contractors listed on a valid HMC Form 18.

Valid HMC stickers

1. Must be current and affixed to the inside of the windshield, driver's side, lower corner.
2. Will be issued only for vehicles registered to members in good standing (per HMC Bylaws) or to renters or roommates or co-habitants (with written documentation filed with HMC) of members in good standing.
3. Children 21 years of age or older are not eligible for stickers unless they are listed on the deed. If not so listed they require a guest pass. However, if such an adult child is a renter and is domiciled on Herron Island he or she may qualify for renter status.
4. If a vehicle is registered to more than one person, all persons on the registration must be in good standing.

Guest Passes

1. Each guest pass must be fully completed and signed by a member, renter, roommate or co-habitant in good standing, whose name does not appear on the current delinquent list. The applicable member number must be written on the pass.
2. Members, renters, roommates or co-habitants who are not in good standing cannot bring guests on the ferry.

3. No person shall issue a guest pass for any delinquent member or any immediate family (spouse, children and parents of either spouse) and such delinquent member and immediate family members may not board the ferry as guests of anyone.
4. Guest passes may be left with the ferry crew. When the pass is then used, crewmembers shall ask the listed guest for identification.
5. Any person on official HMC business and any process server must have a guest pass signed by the Island Manager, the Office Manager or a Board member.
6. While on the island guest vehicles must display half of the guest pass on the dashboard. Crewmembers will return that half to the guest after collecting the pass and the ferry fees.

Recreational Vehicles

1. All RV's must have a current "Recreational Vehicle Certification" (HMC Form 13) on file prior to being transported to Herron Island. This includes guest's RV's.

Ferry Fees, Fee Collection, and Passes

1. Ferry fees are set periodically. The listing is available at the HMC office.
2. All ferry fees must be paid in cash, by check or with tickets or a pass. **Exception:** contractors, delivery services and service providers using guest passes may charge their fee to the member, renter, roommate or co-habitant issuing the guest pass, provided the issuing person has checked "Charge to Member" on the pass. **Note:** Charges to the owner of a property for sale that has had an escrow opened will not be accepted. Cash-only will be accepted from contractors, delivery services and service providers traveling to such properties.
3. No charges from members, renters, roommates or co-habitants will be accepted except under emergency situations, such as theft or loss of cash and checkbook.
4. The following persons will be accorded member rates for ferry fees, provided that they have filed the appropriate required documentation with HMC: renters who are domiciled on Herron Island (a written, signed rental agreement between the parties and a signed HMC Form 20), roommates and co-habitants (written registration), hospice workers (letter from hospice), medically-necessary caregivers (letter from physician) and immediate family members of an island resident who is very ill (advance contact with HMC office in order to advise ferry crew).
5. The following persons will not be charged to use the ferry: ferry employees, their spouses and dependent children; Island Manager; children returning from school (but not if driving a vehicle); volunteer firefighters who live on the island and are returning from training sessions on the mainland (requires an HMC Form 14, signed by a fire department officer and given to the ferry crew).
6. Realtors traveling to the island on business, with or without clients, are charged regular ferry fees. Those who are members are charged the member rate.
7. Senior/Disabled and Crew Passes have no expiration date and are good until used up.
8. Contractors may not use a commuter pass, but may use ticket books purchased by the member for whom the contractor is working. The ferry crew will collect the appropriate number of tickets for transportation of a non-member.
9. Contractors listed on a HMC Form 18 may charge travel. Members allowing contractors to use Form 18 in lieu of passes must have first signed the form, agreeing to pay incurred

charges and stating on it the beginning and ending dates for the period that the permission to use it is granted, and must file the form with the HMC office.

Denial of Ferry Privileges to Delinquent Members

Delinquent members are denied access to the ferry with the following exceptions:

1. To retrieve personal possessions.
2. To show property to prospective buyers.
3. To protect property from damage.
4. When the member makes payment to the ferry crew prior to passage for a delinquent amount not to exceed \$100.00. *See further below.*

A delinquent member requesting an exemption under exceptions 1 through 3 shall do so in writing and in advance. The exception must be approved by two Board members, who will so notify the Island Manager or Office Manager. The member will be notified of the approval and of the charges that must be paid prior to boarding the ferry. The charges must be paid in cash in the exact amount or by check in the exact amount. The charges will be in the amount of 10% of the delinquent balance to drive on, plus the current tariff per passenger in the vehicle, or 1% of the delinquent balance to walk on. These charges will not be deducted from the delinquent balance.

A delinquent member requesting an exemption under exception 4 (where the delinquent amount does not exceed \$100.00) shall pay the exact amount due in cash or by check. No change will be made by the ferry crew. The amount to be paid shall be the amount currently listed in the Delinquent List provided to the crew. If any member has a delinquent amount greater than \$100.00 he/she shall make arrangements for payment in full with the HMC office or with the corporate attorney's office, as may be applicable, and may not do so with the ferry crew. Ferry access shall be denied until such member's account is fully cleared with the HMC office.

Delinquent members will not be allowed access to the ferry in any manner, whether as driver, vehicle passenger, walk-on or guest in another member's vehicle. Delinquent members may not use guest passes issued by another member nor may they issue guest passes. This applies both to and from the island, except that access will be granted to a delinquent member leaving the island for emergency medical reasons.

All the provisions of this policy cover renters, roommates and co-habitants if the owner/landlord becomes delinquent.

If a person attempts to board the ferry after being denied access, the ferry shall not depart the terminal. The Pierce County Sheriff will be called and the person ejected.

General Provisions

This policy will be enforced uniformly and fairly in its entirety. Spot checks will be conducted to ensure compliance. A log is kept of all events pertaining to ferry access.

The ferry crew shall not discuss this policy with any person. Persons wishing to discuss this policy will be referred to the Island Manager.

This policy is effective October 1, 2009 and it supersedes all previous versions.