

GGLS Roundhouse and Storage Building Lease Rules

Introduction

The roundhouse and storage buildings are the property of the Golden Gate Live Steamers (GGLS), and were conceived and built to facilitate the running of club member's equipment. They were not built for the long-term storage of club member's equipment. Their function is to offer members who run regularly a way to avoid unloading and loading locomotives and cars.

The primary purpose of the roundhouse shall be to store lessee's steam locomotives in order that the lessee has access to water, fuel, compressed air and the mainline track. The secondary purpose of the roundhouse shall be to store lessee's diesel and electric outline locomotives. Member's rolling stock shall only be stored in a roundhouse stall when accompanied by an operating locomotive that also is stored in the member's stall for a minimum of nine (9) months in each calendar year. Members who only have rolling stock shall be assigned to a storage building to store their equipment.

Definitions:

- The term *Roundhouse Stall* shall refer to a single track off the roundhouse turntable for the explicit storage of member's personal large scale railroad locomotives and cars. The roundhouse is located adjacent to the property's entrance gate
- The term *Storage Building* shall refer to any enclosed storage location with a Track on the club property that has been designated by the club for storage of member's personal large scale railroad locomotives and cars, other than the roundhouse
- The title *Roundhouse & Storage Chairman* shall refer to the individual designated by and who serves at the pleasure of the GGLS Board of Directors, for managing the locations where member's personal equipment is stored on the club property. This individual shall be responsible for overseeing all roundhouse stalls and storage buildings whether the lessee is paying rent or the rent has been waived for the first 10 years after construction of the structure by a member; maintaining a waiting list and operating log; and overseeing conformity by leasing members to the applicable rules regarding the roundhouse and storage buildings
- The term *Lessee* shall refer to a single member meeting the requirements of Chapter 1-Membership Requirements. The club will only recognize one lessee per rented space.

1. Member Requirements:

A member wishing to lease a stall in the roundhouse or storage building must:

- Be a member in good standing

- Be the owner of an operating engine for the roundhouse, or owner of rolling stock for the storage building
- Operate the equipment (engine and/or cars) stored in the stall at least 4 times per year at the GGLS track. Failure to do shall be reason to have the member's lease reviewed by the GGLS Board of Directors. A log will be maintained in the clubhouse to note the required running. Operation shall be defined as the roundhouse stall/storage building lessee appearing at the club facilities and operating, performing maintenance, making improvements or repairing their operating locomotive(s), stored in the roundhouse and/or storage building. The lessee shall log their activity on the "Roundhouse Log" posted on the bulletin board in the clubhouse. A minimum of 50% of the running requirements shall be performed by the lessee member and not by a sub-letting member
- Agree to operate by the "GGLS Roundhouse and Storage Building Lease Rules" and the "GGLS Safety and Operating Rules"
- The lessee shall store at least one (1) operating locomotive in his/her roundhouse stall for a minimum of nine (9) months during each calendar year

2. Lease Schedule

The lease price for one stall or track will be determined annually by the GGLS Board of Directors and will be in effect from January 1 to December 31. Rent is due on or before December 31 and there is no grace period. Lease payments will be made to the Club Treasurer or designee who will keep payment records in the "Roundhouse Log". If a lessee fails to make a timely payment when due, the lessee effectively gives up the stall and the stall will be leased to another member. Leases initiated or terminated during the year will be adjusted on a prorated basis.

3. Roundhouse/Storage Building Safety Rules

The lessee is expected to refer to and abide by the "GGLS Safety and Operating Rules" for a complete description of the Roundhouse Safety Rules

- The lessee is responsible to monitor the behavior of guests, and particularly children, who have been invited to the roundhouse area. Of major concern are the pinch points on the turntable. Visitors should stand clear of the turntable area
- Under no circumstances will locomotives under steam be allowed in the roundhouse / storage spaces
- Only "smart" type battery chargers may be used to charge batteries in electric locomotives in the roundhouse or storage buildings
- Propane or other gaseous fuels may not be stored in the roundhouse or any storage building, either on or off a locomotive. Propane may only be stored onsite in the locked cages outside and adjacent to the roundhouse
- Unused fuel oil or solid fuel may be left in an engine or tender while stored in the roundhouse or storage building provided a positive cut-off is employed in liquid

fueled engines

- No fuel of any type may be stored in the roundhouse or storage buildings except as noted in the preceding paragraph
- Coal shall not be stored in the roundhouse or storage buildings. Coal can be stored in the propane cage on-site, one bucket or one sack maximum per member
- No oily rags or paper may be left in the roundhouse or storage building
- The lessee is expected to keep the stall clean and free of debris particularly that which would be attractive to rodents and insects

Keep doors to your roundhouse stall or Storage Track CLOSED AT ALL TIMES, except when moving equipment in or out; once your equipment has been moved your door(s) MUST be closed immediately before leaving the area

From the above one can see the main thrust is to maintain a safe and secure environment for both the equipment and the operators. For more details regarding fuel storage, see the "GGLS Safety and Operating Rules".

4. Change in Leasing Member Status

In the event of some temporary personal situation, the leasing member may petition the GGLS Board of Directors for relief from the running portion of the requirements until the situation is resolved.

5. Sub-Letting of Stall or Track

As normally understood, sub-letting of a stall or track is not permitted. However, the leasing member may share a portion of the stall or track with another member in good standing providing that the leasing member understands that the club will only recognize him or her as the lessee of the stall or track.

6. Sale of Equipment Stored in a Stall or Track

The sale of equipment in the stall or track does not entitle the purchaser to automatically take possession of the stall or track. If the stall or track becomes vacant due to a sale and is not occupied by the lessee within 30 days, the lessee relinquishes rights to the stall or track, and the remaining lease payment (refund) will be adjusted on a prorated basis.

7. Succession

The death of a leasing member causes his or her stall or track to become available to other members in good standing through the current process to assign stalls or tracks.

In the event that a leasing member in good standing (Regular, Family or Lifetime) dies, the deceased member's family who inherits the equipment shall have the opportunity to take over the deceased member's stall(s) or track(s) provided that this person or family member become a Regular or Family member of the club. The new member(s) shall abide by all rules as indicated in this document. The stall or track does not pass down or transfer with the sale, donation or gifting of equipment to a non-family member of the leasing member.

8. Availability of Stalls

A waiting list of members in good standing shall be maintained for Roundhouse Stalls and Storage Building Tracks. A numbered Roundhouse Stall with one, or two interior tracks is considered "one stall".

- The current waiting list shall be published quarterly in the Call Boy newsletter starting with the January edition, and subsequently posted quarterly on the clubhouse bulletin board. A member in good standing who wishes to be placed on the next issue of the Waiting List shall contact the GGLS Roundhouse / Storage Chairman by either USPS or email. The member shall indicate their preferred choice of either a roundhouse stall and/or storage building track, and the Chairman shall update the next quarterly Waiting List with their name and choice.
- As stalls and tracks become available, the member who is at the top of the list shall be notified and have the opportunity to occupy the stall or track. Should that member decline or not have equipment to move into the stall within 30 days of notification, that member forfeits their place on the waiting list and the next member is notified. The forfeiting member shall be placed next on the waiting list. The reassignment can be continuous until the member has an operating locomotive or rolling stock to be stored at the club facilities.

Members currently leasing and occupying a GGLS roundhouse stall or storage building track:

- Those members may be placed on the Waiting List and follow the above process for a second club-owned stall or track.
- A maximum of two club-owned roundhouse stalls and/or storage building tracks may be leased per member.
- If there are no names on the Waiting List an exception to this rule may be approved by the Board of Directors.

9. Keys and Locks

All roundhouse stalls and storage buildings shall be secured with a club issued combination lock that has a distinct lock number corresponding to a particular location

and combination unless otherwise approved by the GGLS Roundhouse / Storage Chairman. In the event a different lock is approved for use by a member, the leasing member shall provide the combination and/or two (2) copies of the key, one to the Roundhouse / Storage Chairman and one to the Security Chairman in order for the club to access the stall/track for official business. The list of combinations shall be kept and maintained by the GGLS Roundhouse / Storage Chairman, Security Committee Chairman, and the club President.

Leasing members are responsible for resetting the lock combination to "0000" immediately after removing the combination lock from the door latch.

Leasing members shall not share the individual lock combinations with other members except for a member who he or she is sharing their stall/storage building with. In the event there are issues with the combination being shared, the club at its discretion, shall reset the lock combination and issue the new combination to the leasing member of record.

10. Security

Lessees have the responsibility to secure their stalls or tracks after running to prevent an unsecured entry into the roundhouse or storage buildings. Lessees shall respect the property of others by not moving, exhibiting or in any other way disturbing the equipment stored in the roundhouse, without the owner's permission.

All Lessees AND storage building owners SHALL KEEP THEIR DOORS CLOSED AFTER MOVING THEIR EQUIPMENT IN or OUT to help keep rodents and vermin out of the buildings. The GGLS shall not be responsible for anything left in the roundhouse or storage buildings.

11. Modifications to Roundhouse and Storage Buildings

No one may modify or change in any way the existing roundhouse or storage buildings. The only track changes that may be made are: Add a wye or add a 4 ¾- inch track on the existing 7 ½-inch track. This may be done only with the permission of the GGLS Board of Directors. Any changes made will become property of the GGLS and may not be removed when the lessee vacates the stall. The cost of any change will be borne by the lessee.

12. Resolution of Conflicts

In the event that a genuine dispute or disagreement arises, the GGLS Board of Directors shall hear from all parties and make a final resolution. Decision of the Board is final.

Approved by the GGLS Board of Directors:

Oct. 8, 2023 date
Jon Sargent signed by Jon Sargent, President, GGLS upon Board approval

Document History from Michael Smith 2009 - 2021:

- ☐ Original "Roundhouse and Storage Building Lease Rules" document dated November 17, 2009.
- ☐ GGLS Board of Directors approved "Additions and Amendments to the GGLS Roundhouse and Storage Building Lease Rules on November 14, 2014.
- ☐ Original document and "Additions and Amendment" document combined into single document on May 29, 2020 at the direction of the GGLS Board of Directors.
- ☐ Document edited for consistency with "Definitions".
- ☐ Revised Rule No. 7-Succession, per direction of the GGLS Board of Directors, July 11, 2021

- ☐ Policy revised and approved by the GGLS Board of Directors on October 8, 2023, with separate rate chart reviewed and adjusted on 2024 Storage & Stalls Leasee Master list

Approved October 8, 2023