



JOHN P. MILLER, CCM
GENERAL MANAGER and
CHIEF OPERATING OFFICER

November 30, 2016

Dear MCOA Members:

As you know, the Membership recently approved amendments to the MCOA Covenants that pertain to rental properties at Moss Creek. Beginning January 1, 2017, Members who rent their Family Dwelling Unit (property) at Moss Creek will be required to complete a registration form with MCOA on an annual basis. Anyone who intends to rent their property at Moss Creek during the coming year is required to submit the registration form, even if you intend to rent your property only part of the year. A copy of the registration form is enclosed.

Please note that the Covenant amendments approved by the membership included a provision prohibiting short-term rentals, defined as rentals of less than one month, effective October 18, 2016. However, Members who, as of that date, had previously established a practice of permitting their property to be used for residential rentals for a term of less than a month during calendar year 2016 are permitted to continue to rent their property for a term of less than one month for so long as they retain title to the property; provided that once a Member occupies the property as their full time residence, such privilege of permitting short-term rentals for less than one month shall terminate.

When you complete the registration form you will need to designate whether you intend to rent your property on a long-term or a short-term basis. The Covenant amendment provided that Members who intend to register their property for short-term rentals must submit proof that the property was used in that manner during calendar year 2016, prior to October 18, 2016. A copy of a signed rental agreement including contact information for the tenant will suffice to meet this requirement.

There is also an annual fee associated with registering property as a rental property. The fee is based on an estimate of the costs incurred by MCOA interacting with visitors/tenants renting property at Moss Creek. The annual registration fee for a long-term rental property is \$240 and the fee for a short-term rental property is \$1000. The difference reflects the fact that, for short term rentals, there are significantly more tenants over the course of a year, and each new tenant triggers new services related to the rental property.

As part of the registration process, we also ask that Members notify MCOA in advance of new tenants arriving at Moss Creek. MCOA administration will notify Security of the visitors anticipated arrival, and we will also share information about our visitors with other departments as appropriate.

Please feel free to contact me if you have any questions about the registration form or related matters.

Sincerely,

A handwritten signature in black ink that reads "John Miller".

John Miller
General Manager