

Prepared by/Return to:  
Matanzas Shores Owner's Association, Inc.  
c/o Leland Management  
6972 Lake Gloria Blvd.  
Orlando, FL 32809

**MATANZAS SHORES OWNER'S ASSOCIATION, INC.**  
**(MSOA)**  
Common Amenities Rules & Regulations  
**BEACH CLUB, RECREATIONS CENTER & BOAT CLUB**  
**FACILITIES**

**MSOA COMMON AMENITIES – RULES AND REGULATIONS**

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## GENERAL

1. Amenities are for the use of owners, tenants and their overnight, multi-day house guests. Guests visiting for the day, or to engage in exercise activities with an owner, must be accompanied by the owner or tenant calling in the guest.
2. All multi-day house guests entering from one of the call boxes, should obtain a blue gate pass by the following day, as called in by the owner.
3. Normal operating hours are from 7 AM to 10 PM for the Beach Club Facilities, Sports Center Amenities and the Boat Clubhouse, unless otherwise specified by the Matanzas Shores (“MSOA”) Board of Directors (“BOD”). Any violation of the rules must be reported promptly to MSOA management (386-445-7443 OR [msoahoa@gmail.com](mailto:msoahoa@gmail.com)).
4. It is the responsibility of all owners to ensure that tenants and guests abide by these rules. *Failure to comply with applicable rules is the responsibility of the owner(s).* MSOA reserves the right to remove from the amenities, all owners, residents and guests who do not abide by the rules of the association, including the right of enforcing trespass statutes and/or the levy of fines of \$100.00 or the suspension of a member’s/guest’s/invitee’s rights to use the common amenities for 60 days (in accordance with Florida Statute 720.303(2)(a) and (b)), in addition to any other remedy available at law or in equity.
5. Use of amenities is at the risk of the individual using the amenities. MSOA is not responsible for loss or theft of personal property. MSOA also is *not* responsible for injury; however, any injury must be reported promptly to the MSOA BOD through MSOA management.
6. Smoking and vaping policies adopted by MSOA will apply. Smoking or vaping of any product or substance, including without limitation tobacco, is prohibited in and on the following Common Areas of Matanzas Shores: inside and outside of The Beach Club Complex; inside and outside of The Rec Center Complex; and the Boat Club Building.
7. The use of illicit drugs, to include the smoking of marijuana on an MSOA common property is forbidden.
8. Owners who rent their units cannot use common amenities while the unit is rented. Their rights temporarily pass to the tenant.

## Amenity Parking

1. Hours of Operation: 7:00 AM to 10:00 PM
2. Overnight parking is not permitted on any MSOA property, including but not limited to Beach Club parking area, Rec Center parking area, or Boat Club parking area.
3. Any vehicle, boat, trailer or RV left overnight in any of these parking areas is subject to being towed at the sole cost of the owner of such vehicle.

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4. All vehicles using amenity parking area must be authorized by displaying either current management issued decals affixed to the driver's side windshield , or a yellow vendor pass or blue visitor pass on the dashboard with the identifying information of the visitor/vendor name and unit number or address of the owner they are visiting. This information must be clearly visible at all times on the property.
5. Any car without authorized decals or passes while on common property is subject to being towed.
6. Bikes and mopeds must be left parked in designated areas, when they exist.

### Beaches

1. Use extreme care when swimming in the ocean. The beach is blessed with a rare and beautiful rock formation, much of which is submerged. Care is required when walking or swimming over and around the rocks. Removal of the coquina rock is prohibited by State of Florida Environmental Protection.
2. Do not use bright lights or disturb turtles as they are protected under Florida's Marine Turtle Protection Act.

### Dune Walkovers

1. The common dune walkovers are located at the Beach Club and behind Surf Club III. These dune walkovers are provided for pedestrian beach access and may be used 24 hours a day. Bikes, skateboards, skates and mopeds are prohibited. Shoes should be worn to protect feet.
2. Do not block access on the dune walkovers. Do not leave anything on the walkover, mats or stairs.
3. Hoses and shower attachments are placed at the entrance of the walkways for your use. Please secure hoses when finished using them.
4. Do not put oversize items into the trash barrels. (i.e. broken beach chairs).

### Beach Club and Sports Center Swimming Pools and Decks

1. No Lifeguards are on duty. Use of the pool facilities is at the swimmer's own risk.
2. Persons who are not capable swimmers or whose personal circumstances, health or otherwise, could render them incapacitated while in or near the pool must be accompanied at all times by someone who is a capable swimmer and able to render aid if necessary. Although this rule applies to all persons, special attention should be paid to children. Persons who are incontinent shall wear appropriate swim attire which is capable of containing human waste to prevent contamination of the pool. Any person causing contamination of the pool shall promptly report such contamination to MSOA management.

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3. Showers are required prior to entering pools.
4. All swimmers must wear bona fide swimming attire. Cutoffs, jeans and Bermuda shorts are not considered appropriate swimwear.
5. No toys, floats, etc. are allowed, except if generally accepted as life safety equipment. Personal floaties and noodles are permitted.
6. No pets are allowed in or around pool areas.
7. Bottles, glass and sharp objects are prohibited in the pool area.
8. Snacks and food are permitted on the deck only. Paper or plastic products should be used. Dispose of all trash in the receptacles provided.
9. No running, diving, jumping or horseplay is permitted.
10. No ball playing of any kind in the pool or on the pool deck.
11. Radios and personal music or audio devices may only be used at a low volume or with earphones.
12. The pools areas may not be used for private parties.
13. Chairs and chaise lounges cannot be reserved or "saved".
14. All persons using the pool furniture are required to cover it with a towel when using suntan lotions or oils.
15. The use of the pool is limited to residents (owner occupants or renters) and their guests. "It is not permitted to have more than eight people from one Unit (as unit is defined in the governing documents) using the swimming pool(s) at any one time. The number of eight people is inclusive of owners, tenants, and guests." Guests, other than house guests occupying a residence one or more days, **MUST BE ACCOMPANIED BY OWNER/RENTER AT ALL TIMES.**
16. Anyone who moves any furniture around the pool area shall return it to the place from which it was removed. No furniture shall be placed that would block any walkways or hinder safety around the pools' deck areas.
17. The MSOA BOD may develop pool tags or other use of identification as it deems necessary.

### Reserved Use of Any MSOA Common Facility – General Rules

1. The pools and library may not be reserved at any time for any event. Owners are always permitted to use them when they are open. Meetings and card games are occasionally conducted in the library; however, owners can still enter to find or drop off books.
2. The Clubhouses are for the use and enjoyment of all residents. However, under certain circumstances a resident may be approved to use the Clubhouse for a private function provided the resident submits an "Authorization Form" (available from MSOA Management) to the MSOA

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- BOD for review and approval in advance of such use. Use of the Clubhouse is restricted to residents and their guests and no resident is permitted to sponsor the use of the Clubhouses by non-residents.
3. The Clubhouses cannot be used for personal monetary gain, e.g. Instructional classes where a fee is involved.
  4. Functions sponsored by and for a single Association must also be approved in advance by the MSOA BOD or by a social committee, should one be established by the MSOA BOD.
  5. No bare feet or wet swim attire are permitted in the Beach Clubhouse. Dry Shirts and shoes are required at all times.
  6. No loud or obnoxious behavior is allowed.
  7. Radios and personal music or audio devices may only be used at low volume or with earphones.
  8. All rules prohibiting smoking and vaping will apply.
  9. The kitchen area and equipment are for the use and enjoyment of all residents.
  10. The kitchen area/equipment shall be left clean and any garbage/debris shall be placed in proper containers. Make certain all appliances are "off" after use. Items are not to be left in the refrigerator overnight.
  11. After use, any clubhouse furniture that was moved for the event, must be put back in its proper place, all tables cleaned, and the facility left in a tidy condition.

### Making Reservations for the Use of the Clubhouses

#### Rec Center and Boat Club

1. The Rec Center and Boat Houses do not require reservations per se; however, the office should be notified if an event is planned. These buildings cannot be limited to specific use at any time due to the fact that the restrooms are in the building and must always be accessible by all residents and guests. Emergency phones must also be accessible at all times by all residents and guests.

#### Beach Club

1. The Beach Club can be reserved by residents. See number two in the Reserved Use of Any MSOA Common Facility section above.
2. The Beach Club itself is an amenity that is available for the use of all owners on both a scheduled and casual basis as defined below.
3. Casual Basis- When there are no events or meetings taking place in the Beach Club, owners are free to enter, sit and relax, use the kitchen to heat something in the microwave, get ice from the freezer, store and retrieve lunch from the refrigerator (same day only), watch TV, play cards, etc.

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4. Reserving the Beach Club:
  - a. All reservations must be made in advance with the MSOA office.
  - b. Reservations are accepted free of charge for all North Tract Owners that are current with North Tract fee payments if the reservation is for (extended to) owners from ALL North Tract associations, with the exception of scheduled board meetings for individual associations, which may only include owners of that association.
  - c. All reservations should include start and end times – these need to include set-up and take-down times.
  - d. Recurring club, game and exercise reservations cannot be made for more than 1 year at a time. Recurring reservations for the following year will not be taken more than two months in advance of any expiring reservation.
  - e. Special Events may be scheduled up to 18 months in advance with approval by the MSOA Board of Directors. The owner scheduling the event must be present during the event.
    - i. If the event is open to all owners, and the desired date and time is showing as available, MSOA Board approval is not needed.
    - ii. If the event is a private party, or limited to a certain number of people where tickets are being sold for profit or non-profit, the owner must complete a reservation form (available at the MSOA office), provide payment and security deposit and proof of insurance to cover the event. This must be submitted at least 30 days in advance of the event.
5. Reservation conflicts will be resolved in the sole discretion of the MSOA Board.

### Sports (Recreation Center)

1. General
  - a. The Rec Center building is open for use of restrooms 24 hours a day. Any gatherings held in the Rec Center should conclude by 10:00 PM.
2. Pickleball and Tennis Court Rules
  - a. Residents (*renters or owners*) and family house guests (*multi-day guest staying with or at a resident's dwelling*) will have exclusive access to the pickleball/tennis courts during the hours of 8:00 am - 2:00 pm daily. Residents and family house guests will have priority playing time between these hours each day of the week.
  - b. "It is not permitted to have more than four people from one Unit (as unit is defined in the governing documents) using the tennis or pickleball court(s) at any one time. The number of four people is inclusive of owners, tenants, and guests."
  - c. All outside (i.e. not a house guest) guests must be accompanied by a resident at all times during use of the pickleball/tennis courts.
  - d. One outside guest per household is permitted. Outside guests are allowed access to these amenities after 2:00 pm daily.

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- e. Resident must personally call in to the Guard Gate and announce their outside pickleball/tennis guest. Outside guests shall be issued a Pickleball/Tennis Pass to be used during the time they play pickleball/tennis.
- f. The courts shall not be used by instructors who are paid for their services.
- g. Tournament play is not to be conducted at any of the tennis courts, pickleball courts or bocce ball court.
- h. All players must sign in on the Player Board for rotational play. Each player can then participate when it is their turn.
- i. Tennis and Pickleball courts are for those activities only. All other activities are prohibited on the courts. This includes but is not limited to such things as playing Frisbee, skating, skateboarding, bicycle or tricycle riding, and pet activities.
- j. Players are required to wear proper sports attire at all times. In accordance with this policy, the following attire is deemed inappropriate: cut-off shorts and shirts, swimming suits, casual slacks or jeans and tank tops. Shirts and shoes must be worn at all times. The MSOA BOD reserves the right to determine what constitutes proper attire. Proper tennis shoes must be worn. Any shoe that may cause damage to the courts will not be allowed.
- k. The MSOA BOD, through MSOA management, reserves the right to suspend play due to weather conditions or maintenance activity.
- l. Persons not playing the sport designated for the specific court are not permitted on the courts.
- m. Glass containers are not allowed on the courts.
- n. Profanity, and/or racquet or ball abuse is prohibited.
- o. USTA rules govern tennis play. USAPA rules govern pickleball play.
- p. Players are encouraged to keep conversations low and brief during play and to observe all other playing rules of proper etiquette.
- q. Lights should be turned off on completion of evening play.

### 3. Shuffleboard, Bocce Ball, Volley Ball, Basketball and Horseshoes

- a. Sports equipment is kept in the closet in the fenced area behind the Rec Center building. All equipment should be returned after use.
- b. Notify MSOA management of any equipment needing maintenance or replacement.
- c. Use courtesy in allowing others to use the facilities.
- d. Street shoes are prohibited on the shuffleboard courts.



- e. Watch out for cars leaving the parking lot when playing basketball.

## Boat Club Boat Slips, Docks and Gazebo

1. Only daytime boat docking is allowed with absolutely no overnight docking.
2. Boat slips cannot be reserved and are available on a first-come basis.
3. Boats should follow approved Coast Guard boating procedures and create no “wake” in the club area.
4. Boaters are responsible for helping to protect the Intracoastal Waterway and are responsible for promptly removing any spillage or debris in the waterway.
5. No open fires are permitted at any time on the Boat Clubhouse grounds.
6. Fishing is not allowed in the gazebo area.
7. No diving from the dock or gazebo area.
8. Bait and fish should only be cut on the cutting tables at either end of the dock.
9. Clean cutting areas after use.
10. All garbage and debris should be put into the bear-proof barrels.
11. Bicycles and skateboards are not allowed on the boat dock.

## Bike Path and Sidewalks

1. No automated vehicles other than personal assistance vehicles are allowed on any sidewalks or bike paths.

## Pet Waste

1. Owners are responsible for, and required to, pick up after their pets. Disposal stations are located all around the property. Bags are provided at the stations to pick up the dog (or cat) waste.

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ADOPTED on this 25<sup>th</sup> day of September, 2020, by the Board of Directors of Matanzas Shores Owner's Association, Inc. at a duly-noticed meeting at which a quorum was attained.

Witnesses

Matanzas Shores Owner's Association, Inc.

Karoly Hegarty  
President

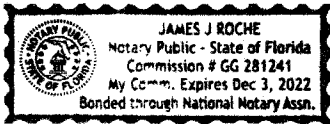
Karen Y Hegarty  
Printed

Debra SS  
Secretary

Deborah Moss  
Printed

STATE OF FLORIDA  
COUNTY OF Flagler

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization this 12<sup>th</sup> day of October, 2020, by Karen Y Hegarty, as President and by Deborah Moss, as Secretary of Matanzas Shores Owner's Association, Inc.



[Signature]  
(Signature of Notary Public – State of Florida)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known or Produced Identification  
Type of Identification Produced: Driver License