



*Portofino Shores Property Owners Association, Inc*

Clubhouse Rules & Procedures Effective 06/21/2012 - Revised 4/18/2019

**POLICY:**

The following are the rules for use of common areas at Portofino Shores. Use of common areas is a privilege at Portofino Shores. Users are expected to follow the rules and as is others in following them. Users are encouraged to report violations to the monitors and HOA volunteers.

Violation of any rules or not cooperating with HOA representatives may result in revocation of the privileges for a minimum of three months. Residents of the properties delinquent in any monetary obligation due to the association will forfeit their privileges for using common areas. Such residents must resolve the payments with the Board before their privileges can be restored.

**DEFINITIONS:**

**Pool Monitor:** A person authorized to control pool access and use.

**Resident:** Current and registered adult owners or tenants.

**Guest:** Visitors of Portofino Shores Residents.

**Minor:** A person under age of 16.

**Adult:** A person of 21 years of age or older.

**User:** User of the pool and pool area.

**POOL RULES:**

**GENERAL:**

**Hours of Operation:** 8:00 AM – 8:30 PM, everyday.

**Maximum Capacity:** 78 persons.

**No** lifeguard on duty. Swim at your own risk.

**No** swimming in rain, thunderstorms, or inclement weather.

**No** diving, flips, back flips, or cannon-ball jumps. **No** running around the pool. **No** person with sickness, cuts, or bruises in pool. **No** vehicles in pool area except strollers and wheel chairs.

**No** audio devices without headphones.

**No** pets in pool area.

**No** alcohol, drugs or chewing gums within pool area.

**No** open containers or glass in pool area.

Food is allowed in pool area, at least (10) feet away from pool. Keep the floor clean of food and keep trash in the trash bin. Wash off the spills that could attract bugs and ants.

## **RULES:**

**Users** must follow **Pool Monitor's** instructions.

**Users** must register with the pool monitor and sign in.

**Users** must wear swimwear.

**Users** with diapers must wear swim-diapers.

**Users** are not to use profanity or make noise.

**Users** are not to exhibit offensive behavior or nudity.

**Users** are not to remove pool furniture from pool area. **Users** are not to wear bobby pins or hair pins in pool.

**Users** to use only rubber coated sinking devices for under-water games.

**Users** must remove all personal items from pool and pool area when leaving.

**Residents must** carry Card Key at all times.

**Residents** must present Clubhouse ID when requested.

**Residents** must keep the gates locked at all times.

**Residents** are responsible for keeping intoxicated members of their party from entering the pool.

**Guests** must be accompanied by an **Adult Resident** (Current and registered adult owners or tenants 21 years of age or older).

Only **five Guests per Adult Resident** at a time. (Current and registered adult owners or tenants 21 years of age or older). Large groups must have proof of preapproval by the HOA.

**Minors** - A person under age of 16 must be accompanied by an **Adult Resident**. (Current and registered adult owners or tenants 21 years of age or older).

**Residents with Common Area privileges revoked are not authorized to be in pool area.**

## **WORKOUT FACILITY RULES:**

### **GENERAL:**

**Hours of Operation:** Vary by season.

**No** use of facility without proper clothing and footwear.

**No** one under 14 is allowed to use equipment without **Adult Resident** supervision. (Current and registered adult owners or tenants 21 years of age or older).

**No** more than two under 14 years of age per **Adult Resident** supervisor. (Current and registered adult owners or tenants 21 years of age or older).

**No** person with sickness or injury.

**No** audio devices without headphones.

**No** pets in workout facility.

**No** food, alcohol or drugs.

**No** open containers or glass bottles.

**RULES:**

**Residents** must carry Pool Key and Clubhouse ID at all times

**Users** present clubhouse ID when requested.

**Users** must keep the gates locked at all times.

**Users** must clean the machines after use.

**Users** are not to use profanity or make noise.

**Users** are not to exhibit offensive behavior.

**Users** must use equipment properly and for intended use only.

**Users** must remove all personal items from the facility when leaving.

**Guests** must be accompanied by an **Adult Resident** at all times. (Current and registered adult owners or tenants 21 years of age or older).

**Residents with Common Area privileges revoked are not authorized in workout facility.**

**Tot Lot Rules:**

**JANUARY 25, 2012**

The following are the rules for use of the Tot Lot here at Portofino Shores. Use of the Tot Lot, as well as all common areas is a privilege at Portofino Shores. Users are expected to follow the rules and assist others in following them. Users are encouraged to report violations to the monitor, HOA volunteers, and/or the office.

Just as any other Common Area, violation of rules or not cooperating with the HOA representatives may result in revocation of the privileges for a minimum of three months.

**DEFINITIONS: SEE PAGE 1**

**TOT LOT RULES:**

Hours of Operation: 8AM to 8:30 PM every day.

Children are considered as guests for Playground policy of Portofino Shores.

A resident, 16 or older, must be present with children at all times.

The resident overseeing children is responsible for their behavior and results.

Any act and opinion of the Board of Directors or their agents resulting in or having potential of resulting in the damage to the property of the community shall be treated as a violation and will be subject to loss of privileges.

**INSTRUCTIONS TO HOME OWNERS/RESIDENTS:**

Buyers must collect the pool/workout facility card keys from the seller at the time of closing.

Owners are responsible for providing pool/workout facility card keys to the renters, and collect it at the end of the lease.

Owners may obtain replacement card keys upon payment of \$35.00 each and this must be paid by check or money order. No cash or credit cards are accepted.

Card keys of vacant houses are not to be used for accessing the facilities.

If the tenant relocates to another home in Portofino, the card keys must be returned to the owner.