

LAKE MONROE SAILING ASSOCIATION, INC.

Rules and Regulations

Moore's Creek Sailing Marina is a State-owned facility. It is operated by the Lake Monroe Sailing Association, a non-profit corporation, under a lease from the State of Indiana. Use of the marina is limited specifically to the sailing public. State of Indiana regulations require its facilities to be available strictly on a fee basis, following the "first come, first served" principle, but with annual renewals for current users, subject to the provisions stated under these LMSA Rules and Regulations dated October, 2019. The rules and regulations listed here are subject to revision by the LMSA Board of Directors. Any changes will be published in *The Zephyr*, LMSA's monthly newsletter.

1. Operating Schedule

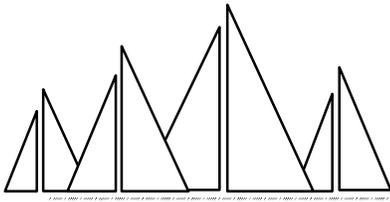
- a. **Dates of Operation:** By agreement with the State of Indiana, the marina will be open and available for use by the sailing public, on a fee basis, from Harbor Day in the spring until Harbor Day in the fall or such other day as determined by the Board of Directors. These dates will be about April 1 to November 1 each year. Specific dates will be announced in *The Zephyr*. Wet slips and buoys will be available after the last spring Harbor Day, or as soon as the lake returns to a level that allows spring maintenance to be completed. Slips and buoys must be vacated to permit winterizing before inclement weather. LMSA offers winter dry storage. Boats left at the facility after Fall Harbor Day or by the date set annually by the Board of Directors will be subject to payment of a winter dry storage fee and/ or fined for late removal. (See *Winter Storage, 6. m and Fines, 12.*)
- b. **Hours of Operation:** During the seasonal months of operation, the facility will be open from 8 am to 5 pm, seven days a week. Users will be issued keys to the gates to permit access at other times.

2. Safety & Security

- a. Except during seasonal months of operation or hours when the marina is under supervised operation, the entrance gate and all dry storage area gates shall be kept locked. During off-season months and after 9 p.m. during Sailing Season (April – October), any user unlocking a gate is responsible for re-locking it immediately after passage. Otherwise, members, users, guests nor any person shall not lock the gate except as requested by the General Manager or designee.
- b. Each boat must be registered to an individual owner or owners. Owners will be personally responsible for any damage or injury caused by themselves, their guests, or their boats.

3. General Rules

- a. Users of the marina shall abide by the rules and regulations of the State of Indiana, the Department of Natural Resources, the U.S. Army Corps of Engineers, and the Lake Monroe Sailing Association.
- b. Users, their families, and guests shall release and hold harmless the United States of America, the State of Indiana, the Department of Natural Resources, the U.S. Army Corps of Engineers, Lake Monroe Sailing Association, and personnel of each organization against all losses, damages, or injuries occurring with or as a result of visiting and using the Moore's Creek Sailing Marina.
- c. Users and guests must conduct themselves so as not to create an annoyance, hazard,

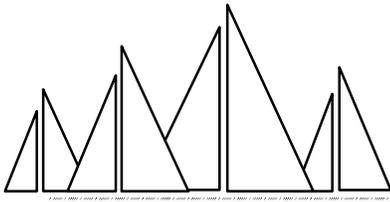


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or nuisance. Anyone disturbing others may be asked to leave the premises. Violations of the LMSA Code of Conduct and/or violations of these Rules and Regulations of a serious or continuing nature will be referred to the Board of Directors, and could result in termination of all user privileges including boat storage.

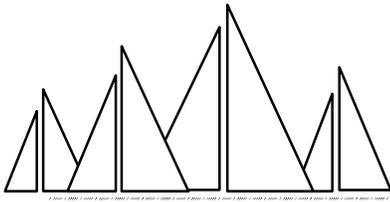
- d. Car and boat stickers may be issued to new paid users at the opening of the season and to all users periodically. The boat sticker, if issued, must be attached 12" to 24" aft on the port bow, below the gunwale. The car sticker, if issued, must be attached to the front bumper or the windshield.
- e. Crew members and guests are admitted only by invitation of a user. Gatherings of larger groups are not intended. Requests for use of marina facilities by such groups on weekdays (not holidays) will be considered by LMSA on a nominal fee basis. Public service occasions (open houses to promote sailing, scout demonstrations, etc.), are excepted if official approval is obtained in advance. Prospective sailors and marina users are welcome to tour the facilities.
- f. Power boats are specifically excluded from the area near A, B, C, D docks except as required for safety and official functions. Powerboats may utilize the Courtesy Dock at the discretion of the Commodore upon advice of the General Manager. LMSA owns several utility boats and motors to support the operation and activities of LMSA. These are to be used for their intended purposes only and unauthorized use will not be tolerated.
- g. No swimming is permitted in or around A, B, C, or D docks.
- h. Use of the marina for profit and/or commercial endeavors is prohibited unless specifically permitted by written consent of the Board of Directors.
- i. Dogs must be leashed, and may be walked only in those areas where foot traffic is at a minimum; never in areas where sails are folded.
- j. Boats equipped with auxiliary power shall not sail in or out of slip areas unless the auxiliary power is disabled.
- k. The rest rooms, showers, and dump station are for fee-paying users and their guests. All members and guests are requested to assist in the maintenance and, if necessary, the on-spot cleaning of these facilities to assist LMSA and to help insure the rest rooms present a clean and inviting level of cleanliness for other members and guests. The dump station outside the rest rooms is for emptying portable toilets. Do not empty these into the inside toilets.
- l. A holding tank pump-out facility for use by the sailing public is located in North Bay. Directions for use are located at the pump controls and should be reviewed before using the facility. Boats using this facility must be attended at all times and removed from the dock immediately after pump-out is completed.
- m. Boat registration and titling shall follow the rules of the State of Indiana.
- n. Delinquent Accounts: It is the responsibility of Members, Associates, and Users to pay LMSA fees when due. Accounts delinquent over 90 days shall be assessed a fine of \$50, and an additional \$50 every 90 days thereafter until paid in full. Any LMSA account delinquent as of Fall Harbor Day shall not be eligible for slip, buoy or sailboat/trailer storage for the following year until that account is paid in full. LMSA may take legal action to collect past due accounts including recovery of legal fees, court costs and costs to remove the sailboat/trailer from LMSA property.



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4. LMSA Code of Conduct

- a. Introduction: The LMSA Code of Conduct specifies the types of conduct that will not be tolerated at LMSA and will be sanctioned by the Board of Directors pursuant to this the LMSA Rules and Regulations. LMSA prohibits behavior by Members that is verbally or physically abusive including bullying in any manner, or behavior that disturbs the enjoyment of the LMSA facility or of a LMSA Social Event or Racing Event for other Members, Guests, Users or Staff, or any intentionally abusive, or threatening language or action by one individual against another.
- b. LMSA operates under a lease from DNR. Under the terms of the Lease, DNR has a “supreme interest” in the quality of service provided and the appropriateness of behavior occurring on and off the premises.” LMSA is required to prohibit any behavior that violates any federal, state, or local laws, regulations, and ordinances or “that fails to conform to a reasonable standard of good conduct. Any serious act that neglects, injures, abuses, or endangers others or that is either prejudicial to or reflects adversely upon the State or DNR is prohibited. Failure by LMSA to take action to either correct or stop such behavior or misconduct may be considered a material breach of the DNR-LMSA Lease and may be grounds for immediate termination, in addition to any other remedies available to DNR.
- c. LMSA is required to report any allegation or act of misconduct to the State by contacting DNR’s Property Manager or another person higher in authority at the Division of State Parks and Reservoirs and to the Concession Program Manager. The LMSA Board of Directors intends to enforce the right for all LMSA Members, Users, Guests, Visitors and Staff to enjoy LMSA facilities in an environment that is safe without risks to health or violence or of verbal or physical abuse or aggression. In accord with and in compliance with LMSA’s Lease from Indiana DNR, LMSA will post and make available the following Code of Conduct
- d. LAKE MONROE SAILING ASSOCIATION CODE OF CONDUCT
The LMSA Code of Conduct has been adopted by the LMSA Board of Directors to ensure a safe, friendly and respectful place for Members, Users, and Associates. Guests, Visitors, Students and Staff to gather in the spirit of cooperation, relaxation, good will, and fun in a welcoming environment conducive to sailing. LMSA will offer and operate the LMSA facility in an atmosphere in which Members, Associates, Guests, Users and Staff are respectful of other Member, Associates, Users, Students and Staff and their property. Respect is defined as consideration for the well-being of another’s person, emotions or possessions.
LMSA Members, Associates, Guests, Users, Students and Staff are expected and required to:
 1. Show respect for the personal dignity and space of fellow sailors, guests, family members, visitors and LMSA Staff.
 2. Demonstrate through their actions an understanding that Members, Associates, Users, Students and Guests have no authority or right to instruct or complain to LMSA Staff about duties, job performance, or condition of facilities, that the LMSA General Manager is responsible for instructing staff.
 3. Be vigilant in reporting any safety hazard to the General Manager or Staff.



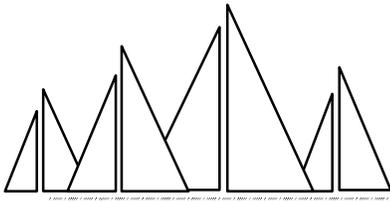
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4. Report violations of this Code of Conduct to the LMSA General Manager, LMSA Commodore or to any Member of the LMSA Board of Directors.
5. Refrain from any form of harassment of others including verbal abuse or physical assault including offensive language used to intimidate or offend to the point of instigating a physical or verbal confrontation.
6. Refrain from language or behavior that is verbally abusive or could be perceived as or actually is physically threatening to any other LMSA Member, Associate, User, Guest, Staff or member of the public.
7. Refrain from any behavior that may damage the character, integrity, good will, property and community of LMSA, its Members, Associates, Users, Guests and Staff.
8. Refrain from verbally accosting or verbally abusing any member of the public exercising their rights to the public waterways and lands within the LMSA dock lease area including slips, fairways and grounds. Behavior that may be perceived as discourteous to the public including fishermen is prohibited and subject to sanction by LMSA including reprimand, fine and expulsion. Members are expected to treat fishermen and other Lake Monroe users politely and, if necessary, notify the General Manager for further action.

REPORTING PROCEDURES AND ENFORCEMENT

1. Any LMSA Member, Associate, User, Guest, Student or Staff who suffers or observes conduct by another believed to be a violation of this Code of Conduct, or likely to endanger the welfare, safety, harmony, LMSA reputation, or another Member, Associate, User, guest experience of LMSA is requested to immediately report such occurrences in person to the LMSA General Manager or LMSA employee on duty as acting Facility Manager or to a Member of the Board of Directors, if present at LMSA.
2. In the event of a verified act of misconduct against LMSA's Members, Associates, Users, Guests, Students, volunteers, agents or Staff which in the judgment of the LMSA General Manager, LMSA employee on duty as acting Facility Manager or LMSA Commodore or Board of Directors member is judged as credible, the person or persons who are engaged in the misconduct may be immediately requested and required to leave the LMSA facility. If the individual refuses to leave, the LMSA official shall immediately notify DNR Central Dispatch of the situation and request DNR assistance.
3. The LMSA General Manager or any member of the LMSA Board of Directors shall submit a written report to the Commodore and will include a description of the incident, noting the names of persons involved, names of witnesses, dates and times and other supporting documentation. Having received a report of alleged violation of this Code of Conduct which in the judgment of the Commodore is credible, the Commodore may compile appropriate documentation and write an Incident Report to be reviewed by the LMSA Board of Directors.
4. The Board shall consider the Incident Report at its next regularly scheduled meeting pursuant to Article 3, Section 8 of the LMSA Constitution. Disciplinary action may include fine, reprimand, suspension, or expulsion from



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membership in LMSA and/or as a User or Guest from the LMSA facility, slip, buoy or storage and, upon referral to DNR, an Enforcement Action barring the Member, Associate, User or Guest from the LMSA facility for up to one year.

5. General Regulations for Sailboat Storage

- a. Original (pre-2003) marina facilities are designed to accommodate boats that do not exceed 30 feet in length, 10 feet in beam, five feet in draft, and 8,000 pounds in displacement. A boat that exceeds any one of these parameters shall be subject to review by a committee comprised of the Vice Commodore, the chairs of the Slips and Docks committee and the General Manager.

A decision to admit any proposed boat exceeding these specifications will be based on the following criteria:

Slips:

- Total displacement of all boats currently assigned on the dock.
- Width available in the assigned slip. The total beam of both boats between each set of fingers shall not exceed 20 feet.
- If additional length will obstruct traffic in the slip area.
- Water depth at low pool in the slip.

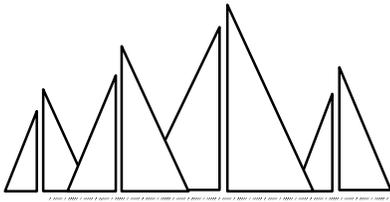
Buoys:

- Displacement on a single anchor shall not exceed 8,000 pounds. Otherwise additional anchors may be necessary.

Any improvements or modifications to marina facilities in order to accommodate a larger boat will be at the expense of the boat owner and non-refundable. For example, the cost of a second buoy anchor for a heavy displacement boat would be \$200.

Any member or person on the Wait List who is planning to purchase or upgrade to a boat that exceeds the above limits should present a request to the Commodore or the Vice Commodore. The Vice Commodore and the committee will review the request, giving first consideration to the availability of an appropriate slip or mooring to accommodate the requested boat. The Vice Commodore will then issue a written letter to the requestor indicating the decision of the committee. If approved, the letter serves as authorization to proceed to purchase the boat. If denied, the requestor may appeal the decision in person at the next board meeting. Due to continuing turnover, a slip may not be currently available but could become available in a future year.

- b. Each boat brought to the marina for storage must be checked in by the General Manager. Each boat stored at the marina shall bear an identification number or device that will allow the boat to be recognized.
- c. A boat owner who acquires a larger boat needing a different space assignment must apply to the Vice Commodore in advance. Assignment of a larger area, mooring or slip is subject to its availability and the difference in fees must be paid. If a larger slip is



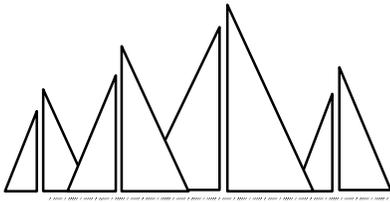
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not available, reversion to the buoy field may be required or other arrangements made.

- d. Use of buoys, wet slips or dry storage is granted as a license to an individual, and shall not pass with the sale of a boat. (*See also Partnerships, 10.*) This right may not be assigned or sublet. If a slip or buoy is to be left vacant for seven or more consecutive days, it is the responsibility of the owner of the boat to notify the Vice Commodore or the General Manager in advance. The purpose of this notice is to ensure the security of the boat, and, if the boat is on a slip, to make the slip available as a temporary courtesy dock. (*See General Regulations, 4. e. and Courtesy Docks, 17. a.*) Failure to comply may result in forfeiture of the assigned storage space.
- e. LMSA reserves the right to temporarily designate unoccupied slips as courtesy docks. (*See General Regulations, 4. d. and Courtesy docks, 17. a.*)
- f. Any boat assigned to a slip or buoy must occupy the assigned space by June 1. Exceptions may be granted to individuals who make specific requests to the Vice Commodore. Users who are late in occupancy and have not been granted an exception are subject to a fine and potential loss of the assignment. (*See also Fines, 12.*)

6. Regulations for Specific Situations

- a. **Dry Storage, Boats 20' or Under:** A 10' x 21' space within the enclosed storage area (light displacement bay) is assigned. Each boat must be stored on its trailer so that no part of either extends more than 21' from the fence. Rudders and motors may have to be removed. All rigs must be parked within 1' of the fence to leave a maximum of maneuvering space in the center.
- b. **Dry Storage, Boats Over 20':** Each boat shall be stored on its trailer inside the enclosed area, at a 60° angle to the fence. No part of the boat or trailer shall extend more than 31' from the fence. This may require the removal of motors and rudders.
- c. **Wet Slips:** Wet slips will be individually assigned. The length, beam and draft of the boat will determine each specific slip assignment. The boat's overall length will be measured from the forward most portion holding the forestay attachment point (i.e., bow point or end of bowsprit, not including the bow pulpit) to the stern, including any projecting rudder, but not including a swim ladder, outboard motor or stern pulpit. A boat must be no more than two feet longer than the slip. The beam width shall allow a minimum of 1' on the dock side and 1' to the adjacent boat. The bow, pulpit, bowsprit or anchor roller shall not obstruct passage along the center walkways. Owners must provide, install and maintain appropriate dock lines and fenders. (*See Fines, 12.*) Boats that do not meet the above requirements shall be assigned appropriately sized slips on the A dock. If an appropriately sized slip is unavailable, the board may approve an "overage" charge of \$100 per foot, or part of a foot, beyond the two-foot allowance.
- d. Slips on the A dock shall be assigned according to the Wait List. (*See Wait List, 9.*) If a larger than appropriate slip becomes available, the boat owner may accept the larger slip and pay the appropriate fees or take a non-charged pass (*See Pass, 9. d.*) until the appropriate sized slip becomes available. Boat owners who are currently on the Wait List, and are assigned and accept A dock slips shall remain assigned to those slips.

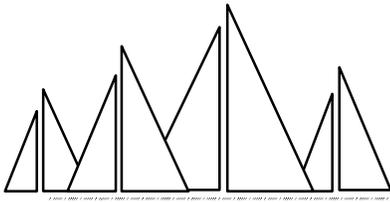


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They may downsize within A dock slips if available; however, they will maintain their Wait List priority number. Boat owners may move to the B, C and D dock slips only when their number position has been reached. (You will not be able to move to a B, C or D dock slip by paying for an A dock slip and then moving to the B, C or D dock slips [less expensive slips] ahead of another person whose priority number is lower than yours.)

- e. In the case of especially high or low water, boats may need to be removed from slips until the lake level returns to normal.
- f. **Buoy Moorings:** Buoys will be supplied, assigned and maintained by LMSA. Mooring lines adequate to secure the boat to the buoy must be provided, installed, and maintained by the user. Mooring lines and hardware must be removed by the user before the first fall Harbor Day. *(See Fines, 12.)*
- g. **Board Boats:** Boats will be stored in racks in the light displacement bay.
- h. **Second Boats:** The same storage and usage rules apply to second boats as to first boats. A boat owner who sails more than one boat may use the assigned space for any one at a time, provided each boat is listed on the application for space. A second boat may not be left at the marina overnight unless the appropriate storage fee has been paid.
- i. **Facility Use only:** The user may not leave a boat unattended overnight within the marina.
- j. **Daily Use:** This permit is issued on a per-day basis and entitles a visitor to launch from the marina and store a boat on a trailer overnight.
- k. **Trailer and Cradle Parking:** Long-term parking of empty trailers and cradles is limited to the graveled lot west of the entry drive or the west side of the dry storage pen as assigned by the General Manager. All trailers and cradles must be permanently marked with the owner's name on the trailer tongue, on the upright near the bow or on an equally visible location. *(See Fines, 12.)*
- l. **Dinghy Storage:** Dinghy storage is limited to the south end of the dry storage area and the dinghy pen near the rest room facility. Dingy, Kayaks, and Canoes must be marked with member name (with indelible ink or paint) and must have a current lake permit. These boats may be subject to "board boat storage" rates. Slip or buoy holders may tie their dinghies at their moorings only while present or out sailing. When leaving the marina, users shall store their dinghies on board their boats or in the pens. As a courtesy, store your dinghy so that a maximum number can be accommodated. *(See also Dinghies, 21.)*
- m. **Winter Storage:** Boats left at the facility after the first Fall Harbor Day will be subject to payment of a winter dry storage fee. Space will be assigned on a first come, first served basis. Applications and fees will be accepted beginning in August and must be received by November 1. Boats remaining at the facility after November 15 that have not paid the winter storage fee will be removed from the secured area and fined. *(See Fines, 12.)*



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7. Fees

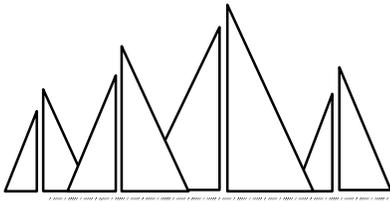
- a. Fees for the spring and summer season are listed on the application form, and are subject to revision each year. The fees listed include an earned credit replacement fee of \$200 per user. (*See Earned Credit, 8.*)
- b. Requests for facilities use, including storage of any kind, must be accompanied by payment of the full fee and any prior balance due.
- c. Fees are due in two installments. To preserve seniority rights, a \$100 deposit must be paid or postmarked no later than September 1. All other fees, dues, and accounts owing shall be paid no later than February 1. Seniority rights and deposits may be forfeited for failure to pay on time. Deposits may be refunded if a bye is granted (*See Taking a "Bye," 9. f.*), or if the space and seniority are resigned, provided application is paid or postmarked no later than February 1.
- d. The Wait List fee is not refundable. (*See Wait List, 9.*)
- e. User fees (except Daily Use), storage fees, dues and earned credit replacements for the spring and summer season will be reduced 50 percent after August 1.

8. Earned Credit

- a. The Earned Credit program was instituted to encourage users to participate in the maintenance and improvement of the facilities. Each user must either provide 20 hours of work for LMSA during the calendar year or pay a \$200 earned credit replacement fee. A user who has not completed the full 20 hours by the end of the year must pay an earned credit replacement of \$200.
- b. First-year users and those who have not completed their Earned Credit obligations for the previous year are required to prepay the \$200 earned credit replacement fee upon application. The Treasurer will refund the \$200 within 30 days of the completion of the required 20 hours of work.

9. Wait List

- a. LMSA has limited space for slips and buoys. To ensure viability of the facility, participation in marina activities, and fairness in the assignment of those that do become available, LMSA maintains a Wait List. Anyone paying a one-time Wait List fee of \$25 will be put on the wait list and contacted in the order the request was received.
- b. Each individual on the Wait List is responsible for maintaining a current address in LMSA's files.
- c. An individual on the Wait List will first be offered a buoy mooring. If the offer of a buoy is passed, the individual will remain in position order for a wet slip. If, while waiting for a slip, the individual wishes reconsideration for a buoy, he or she must notify the Vice Commodore not later than September 1. A \$100 seniority deposit must accompany the request.
- d. **Taking a "Pass":** When a "hard" or regular slip is offered, an individual may choose to pass for one season. If the second offer of a slip is not accepted, the individual will be removed from the Wait List. Reinstatement on the list will require a new Wait List fee and a position at the end of the list. Persons may decline a soft slip as often as desired until the slip is offered as a "hard" or regular slip assignment, in accord with *Rule5d.*

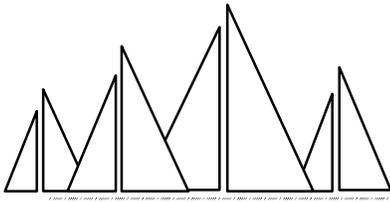


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- e. Persons with past-due accounts with LMSA or who fail to notify on changes in boat ownership (*see Partnerships, 10.*) are subject to removal from the Wait List and loss of all seniority rights.
- f. **Taking a “Bye”:** Users assigned to a slip or buoy may apply to the Board for permission to be absent from the marina for one season for personal or business reasons. A “Bye” may be requested only after a slip or buoy space has been occupied for one full season. If approval is granted, the slip or buoy will be assigned to the next person on the priority Wait List on a “soft” basis for that season. The “Bye” provision is intended for one season only. Permission for longer periods may not be granted. Users returning from a “Bye” must submit a seniority deposit for the following season by the regular due date.

10. Partnerships

- a. **Partnerships are welcomed under the following regulation:** When two or more persons enter into co-ownership of a boat, this partnership shall be considered a new entity in the priority of assignment for a slip or buoy. If all partners are currently on the Wait List, the latest (most recent) priority date held among the partners shall apply to the partnership. Likewise, if any partner is currently assigned a slip or buoy space, the new partnership shall revert to the latest priority date held among the partners. If one or more of the partners does not hold a Wait List position, he/she must obtain one and the partnership will hold the priority date on which the last owner is waitlisted.
- b. When a new partnership is formed, the General Manager and Board Vice-Commodore shall be notified within 30 calendar days.
The date of the change in ownership shall have the following effect on the slip, buoy or Wait List assignment:
 - Prior to February 1st, assignment for the upcoming season shall be based on the latest Wait List Date of the partnership.
 - After February 1st but before facility season opening, assignment shall revert to the partnership rule of latest date, and if slip/buoy space is already assigned but not justified, the boat will lose the assignment.
 - After opening and prior to August 1st, a boat already assigned or occupying a slip or buoy but not authorized by Wait List Date shall be relocated within 10 calendar days. When such relocation results in a lower fee, a prorated refund will be made.
 - After August 1st, the boat may remain in its currently assigned space for the remainder of that season.
- c. Spouses or domestic partners are considered co-owners. However, a new marriage shall not be construed as a new partnership under this rule. Divorce shall not jeopardize the priority position of the spouse retaining ownership of the boat.
- d. Failure to notify LMSA of changes in boat ownership per the above shall be subject to fine and loss of privileges, and the boat shall be considered in trespass.



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11. Membership

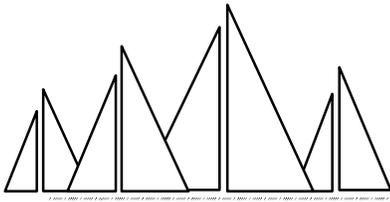
- a. Membership in LMSA is available in several categories as listed on the current application. Membership is separate from user fees, conveys voting privileges, and permits participation in racing and social programs. A full social calendar is provided for members. Although membership is not mandatory, it is encouraged.

12. Fines & Penalties

- a. Bringing a boat to the facility before the facility is open, leaving a boat at the facility after the facility is closed (unless the winter storage fee has been paid) or failing to move a boat from a buoy or wet slip by the first fall Harbor Day is subject to a \$50 fine per day of continued violation, unless there has been prior written approval by the General Manager.
- b. A minimum fine of \$50 may be assessed for the following reasons:
 - i. Failure to remove mooring lines and hardware before the first fall Harbor Day.
 - ii. Failure to label your trailer or cradle properly. (*See Trailer and Cradle Parking, 6. k.*)
 - iii. Any boat assigned to a slip or buoy that is not in its assigned space by June 1. (*See General Regulations, 5. e.*)
 - iv. Failure to pay fees on time.
 - v. Failure to notify on changes in boat ownership (*See Partnerships, 10.*) or contact information.
- c. LMSA is not responsible for personal boats and equipment. At the total discretion of the General Manager, a boat that has broken away from its mooring or slip will be retrieved and/or towed by LMSA to a safe location if it is in a seaworthy condition. Rescue will be attempted only if there is danger to loss of property and if there is no danger to rescue personnel. If the vessel sinks or is in danger of sinking, LMSA will assist as possible in recovery. Costs of any rescue and/or tow will be borne by the owner. If the owner is notified and does not respond in a timely fashion, there will be a minimum fine of \$50 plus the costs involved in time and materials to undertake the retrieval. Use of improper mooring lines or attachments will incur an additional fine. Marine insurance is strongly recommended.
- d. All fines will be assessed by action of the Board of Directors and must be paid within 30 days after receipt of notification. Facility privileges may be revoked for failure to pay fines.

13. Parking

- a. Parking is designated in graveled parking bays only. All light displacement trailers, when their boats are afloat, will be parked at the waterfront at right angles to the wall. All trailers should be returned to the user's assigned space. No car or trailer parking will be permitted along any access road. No car-trailer tandem may be parked as a unit in a parking bay but must be parked separately as noted above. Note: The rule on the waterfront parking of car-trailer rigs will not be enforced before May 1 or on weekdays during the sailing season.
- b. Waterfront trailer storage space for per-day users is subject to direction of the General Manager. No trailers may be left overnight in the lift area. No cars may be parked in the lift area while the user is sailing.



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- c. Trailers for boats at wet slips or buoys must be removed from the marina area or parked in the designated trailer parking area and the fee paid.
- d. Regatta parking will be assigned by attendants.

14. Electric Hoists

- a. Boats may be launched in the marina area by electric hoists when functioning, which are to be **operated by facility users at their own risk**. The maximum capacity of each hoist is 2,000 pounds.
- b. Rotate the hoist arm only by the chain, not by pulling on the control cable. The cable is easily pulled out, leaving the hoist inoperable. The master power cutoff is on the storage pen fence. Individual circuit breakers are on the mast of the southern hoist.
- c. When the marina is unattended, or when the user is the last person to leave the hoist area, the user must turn off the hoist by switching it off at its circuit breaker. Check the other hoist, also. Careless users have burned out motors and damaged controls. After each use, secure the hoist arm so it cannot swing out over the water.

15. Waterfront Launching

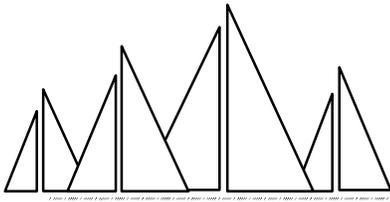
- a. To comply with state rules and our interest in controlling shore erosion, only board boats and others that can be hand-carried from a trailer remaining on the graveled road may be launched from the shore. When the lifts are flooded, one-design boats with tilt trailers may launch directly from the water's edge as it floods the south access road to the waterfront.
- b. The high-water ramp is intended for use when the water level is above the seawall. There is a barrier curb at the base of the ramp. Caution must be used to ensure that the trailer wheels do not go over this curb.

16. Waterfront Docks

- a. The guest docks on the sea wall are provided primarily for rigging, derigging and launching. Unattended boats must not be left at the docks except as directed during breaks at regattas. This rule is strictly enforced on weekends and when the marina is in heavy use. Boaters must secure their boats out of the way of the lifts and these docks— as well as draw them onto the shore or to the courtesy docks.

17. Courtesy Docks

- a. Wet slips in the North Bay are permanently designated as courtesy docks. Wet slips in the South Bay may be temporarily designated as courtesy docks by placement of an orange flag or alternate symbol at the head of the slip. Courtesy docks are available for dry storage, buoy, facility and daily users. Do not leave your boat unattended at a courtesy dock for more than two hours. Longer use or overnight stays are permissible only when the boat is occupied. If a boat is to be unoccupied for longer than two hours, it must be returned to its trailer or buoy and properly secured. In times of lighter facility use, exceptions may be granted by the General Manager.



Rules and Regulations

18. Gin Pole

- a. A gin pole with a manual winch is available for assistance in stepping masts.

Exercise extreme caution while operating the winch.

The locking pawl is located on the underside of the winch drum. **Do not trust this lock.** Always keep a helper stationed at the winch handle to control the load. If the load should run away, stand clear of the handle—broken limbs may result from attempting to stop the flying handle. The maximum load is approximately 350 pounds. **Use at your own risk. Do not attempt to lift people.**

19. Camping

- a. Camping is allowed only in connection with sailing events. Campers must register with the General Manager and camp only in areas as directed by the Manager. Camping and use of the shower house are included in the daily and seasonal storage fees and in regatta fees.

20. LMSA-Owned Sailboats

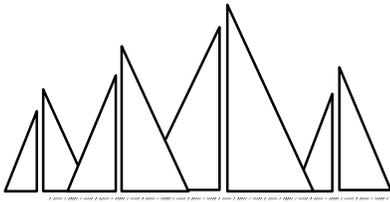
- a. LMSA maintains a fleet of sailboats used in youth/adult sailing classes. Prospective users who are not registered in this program must first pass a qualifying test. A rental fee will be assessed for each hour of use. See the Director of Sailing Instruction for further information.

21. Dinghies

- a. LMSA has motor powered inflatable dinghies for use by buoy holders. These dinghies are tethered by combination padlock at the docks. Buoy holders are to use a dinghy only for the length of time required to retrieve their boat and bring it to the dock. Dinghies shall not be used for loading personnel and provisions. Dinghies are to be returned to the dock immediately to be available for other users. No one under the age of 14 is allowed to operate the dinghies.
- b. Private dinghies may be powered by motors of five horsepower or less. (*See also Dinghy Storage, 6. I.*)
- c. Dinghies are to be used for necessary conveyance only and not for joyriding. Minimum idle speed is to be observed at all times when in LMSA waters. All dinghies shall be registered and operated as required by the laws of the State of Indiana. It is the responsibility of each user to ensure that there is a PFD (Personal Flotation Device) aboard for each passenger.
- d. Please refer to the *Etiquette for Dinghies* document on the LMSA website.

22. Pollution Prevention Practices

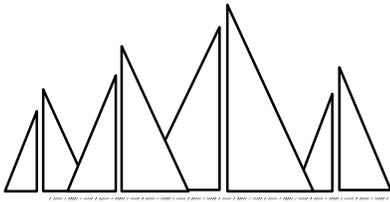
- a. LMSA has pledged to do its part to keep Indiana's waterways free of harmful chemicals, excess nutrients, and debris, and to implement practices that prevent the spread of aquatic invasive species. It identifies opportunities and implements practices to control nonpoint source pollution and be an environmentally conscious member of our lake community.
- b. Members and users of the club and their guests and passengers are required to use best management practices to protect our aquatic resources. In addition, subcontractors and anyone conducting business on the property must also agree to these practices, which include:
 - i. Repairs and Service (to hull and engine: painting, cleaning, washing, sanding, scraping, etc.)



LAKE MONROE SAILING ASSOCIATION, INC.

Rules and Regulations

1. Work on hulls and engines only in designated areas or use portable containment enclosures with approval of marina management.
 2. Use tarps and vacuums to collect solid wastes produced by cleaning and repair operations, especially boat bottom cleaning, sanding, scraping, and painting.
 3. Conduct all spray painting under tarps.
 4. Use nontoxic, biodegradable solvents.
 5. Capture debris from boat washing and use only minimal amounts of phosphate-free, nontoxic, and biodegradable cleaners.
 6. Use drip pans for any oil transfers, grease operations, and when servicing inboard/ outboard motors and outboard motors.
 7. Obtain management approval before and after repairs that open the hull.
 - viii. Use spill proof oil change equipment.
- ii. Vessel Maintenance Waste
1. Bag nontoxic residue from sanding, scraping, and grinding and dispose of it in your regular trash.
 2. Seek specific directions from marina management on proper disposal of toxic and nonenvironmentally-safe solvents and cleaning liquids or use a licensed agency for disposal.
- iii. Fuel Operations
1. Install fuel/air separator on fuel tank vent line(s) to prevent overflow of fuel through vent.
 2. Keep petroleum absorbent pad(s) readily available to catch or contain minor spills and drips during fueling.
- iv. Waste Oil and Fuel
1. Recycle used oil and antifreeze.
 2. Add a stabilizer to fuel tank in the fall or an octane booster to stale fuel in the spring. Use the fuel or take it to a household hazardous waste collection site.
 3. Drain liquid from absorbent materials soaked with oil or diesel and dispose of the liquid in the used oil recycling container. Double bag absorbent material in plastic and dispose of it in the regular trash receptacle.
 4. Air dry absorbent materials soaked with gasoline (flammable) and reuse them.
 5. Dispose of bioremediating absorbent products in the regular trash as long as no liquid is dripping. Because the microbes need oxygen to function, do not seal in plastic.
 6. Drain oil filters and recycle the oil. Recycle the filter or double bag it and dispose of it in the regular trash.
- v. Onboard Practices
1. Maintain oil absorbent pads in bilge. Inspect no less than annually.
 2. Do not discharge bilge water if there is a sheen to it.
 3. Use only low-toxic antifreeze (propylene glycol). Recycle used antifreeze (even used low-toxic antifreeze contains heavy metals).
- vi. Sewage Handling
1. Never discharge raw sewage within waters of the state or Lake Michigan.
 2. If you have an installed toilet, you must have an approved marine sanitation device.



LAKE MONROE SAILING ASSOCIATION, INC.

Rules and Regulations

3. Do not discharge Type I or Type II marine sanitation devices within the marina basin.
 4. Use marina restroom facilities when at slip.
 5. Do not empty port-a-pots overboard; use marina dump facility. Do not empty port-a-pots in the restrooms.
 6. Do not discharge holding tanks overboard; use pump out facility.
 7. If you must use a holding tank additive, use an enzyme-based product. Avoid products that contain quaternary ammonium compounds, formaldehyde, formalin, phenol derivatives, alcohol bases, or chlorine bleach.
- vii. Organic Waste
1. Fish Cleaning on the property is prohibited.
 2. Walk pets in specified areas and dispose of their wastes, double-bagged, in the dumpster.
- viii. Solid Waste
1. Recycle aluminum cans at the facility.
 2. Place trash in covered trash receptacles; replace covers.

THE LMSA RULES AND REGULATIONS (November 21, 2019) WAS APPROVED BY THE LMSA BOARD OF DIRECTORS ON OCTOBER 11, 2019 WITH A QUORUM PRESENT ON A UNANIMOUS VOTE OF THOSE PRESENT.

AMMENDED June 2020 AND December 2021