

GATEKEEPER POLICY

January 2019

The purpose of a gated community is to limit the access to the community to Owners, residents, and invited guests only. A managed gated access to our association will provide a safe place to live and play within our community.

The gate house and gatekeeper's purpose is as stated herein. The gate house or gatekeeper does not handle Administrative business except as provided in this policy.

1. No auto, motorcycle or any motorized vehicle is allowed to enter the association property unless the vehicle and person driving the vehicle comply with the laws of the State of Florida and association rules.
 - a. Each vehicle must have a current license plate and registration from the State issuing the license plate if the vehicle requires a license plate.
 - i. Automobiles
 - ii. RVs
 - iii Trucks
 - iv. Mopeds in excess of 50cc
 - v. Motorcycles
 - vi. Other vehicles identified by the State of Florida requiring license plates.
 - b. The driver of the vehicle must have on his/her person a valid and current driver's license issued by the State of residence of the driver.
 - c. The operator of any motorized vehicle not requiring a State issued license plate must be at least 15 years of age and have an appropriate ID card proving age.
 - d. The vehicle must have proof of valid liability insurance.

Random vehicle checks of these items will be conducted by the gatekeeper during each gatekeeper's shift of duty, the scope of work will be included in the Gatekeeper' s job description.

2. Homeowners, registered residents and minors of registered residents, and homeowners will be allowed access.
3. Only adult homeowners and registered residents may authorize guests to be admitted. No minors (persons under the age of 18} are permitted to authorize any person access into the association
4. All Guests, service providers, contractors, family member not registered as a resident (excluding minor children of the homeowner- or registered resident), food delivery service or any person or vehicle not registered with the gatehouse must be called in by the homeowner, authorized agent, or registered guest prior to their arrival to the gatehouse. The gatekeeper will not call the homeowner or any other party if an unauthorized guest arrives. The

unauthorized guest will not be allowed access and will be turned away from the gate.

- a. The guest should be called in by the homeowner or registered resident on the day of expected arrival of the guest.
 - b. If the guest is expected to arrive after 10PM but before 12AM the guest must be called in prior to 10PM
 - c. When calling in any guest expected to arrive between 12AM and 8AM, please inform the gatekeeper to add them to tomorrow's list as lists are changed at 12AM
 - d. Any guest not called in and arriving after 10PM will require the homeowner or resident to come to the gatehouse and escort the guest into the association.
 - e. All guests driving into the association must meet the section 1 of this policy.
 - f. All guests must be logged into the visitor logbook and issued a 1-day pass.
5. Public Safety vehicles, (i.e.; Police, ambulance, fire department, animal control and plainly marked Public Safety) will be allowed access but must be fogged as to time of arrival.
 6. No towed vehicle will be allowed through the gate except vehicles being towed by an RV.
 7. Others denied access will be:
 - a. Any disabled vehicle
 - b. Any vehicle being towed or on a wrecker.
 - c. Repossession agents or companies
 8. Gatehouse door remains locked except when the Gatekeeper unlocks it for association business.
 - a. Access to game equipment
 - b. Official business
 9. No personal telephone use to call residents, taxi, or any private business.
 10. AH confidential information is not shared to anyone not cleared to have that information.

No Smoking is allowed inside of the Gatehouse at any time. Smoking is allowed in designated area only.

This document may be amended from time to time in order to comply with State Of Florida 718 rules or to update new rules the Board of Directors may adopt.