

RANCHO MURIETA ASSOCIATION GATE POLICY

Adopted by the Board of Directors: March 19, 2013

A) BAR CODE DECAL

- 1) Vehicles owned by residents of Rancho Murieta shall be registered with RMCS D and shall display the Rancho Murieta Association approved bar code decal on the designated area of the vehicle.
- 2) Residents who are unable to affix a bar code decal to their vehicle will use the visitor lane at all times. The resident may be required to show identification to the Gate Officer.
- 3) Rancho Murieta Association members will be issued a black colored bar code decal. All other RMA approved groups/associations that are granted access by RMA, shall be issued colored bar codes as illustrated below:

Rancho Murieta Country Club non-resident members —orange
Rancho Murieta Village—green

- 4) If an applicant requests a fifth bar code decal (and thereafter) for an authorized vehicle, CSD shall reference the California Department of Motor Vehicles (DMV) vehicle registry to ensure that bar codes are issued only to vehicles which are registered to RMA lot owners (or members of RMA approved groups/associations as outlined above). If CSD discovers that the applicant has vehicles registered to his/her lot which he/she no longer owns, RMA/CSD will delete the sold/transferred vehicles from the lot owner's car registry and deactivate the bar code.
- 5) Residents that arrive at the gate, in a rental borrowed or loaned vehicle or vehicles driven by their guests will be issued a guest pass. The resident must show identification to the Gate Officer if requested.

B). RESIDENT/PROPERTY OWNER GATE ACCESS

Rancho Murieta Association residents/property owners registered vehicles will be provided bar code decals for up to three vehicles for access through the resident lanes at the North and South Gates. Additional bar code decals will be available for a fee of \$10.00. If any additional decals are required the fee will be billed to the property owner's account by the Community Services District.

C). RESIDENT RENTER OR LESSOR GATE ACCESS

Residents who are renting or leasing homes inside the gated community will be permitted to purchase a bar code decal for each of their registered vehicles for a fee of \$10.00 each. This fee shall be paid by check or money order only. No cash will be accepted at any time.

D). BAR CODED VEHICLES

A registered vehicle with a bar code decal shall use the bar code reader lane(s) when entering the North or South gates. The use of the visitor lane will be used only for the following reasons:

- 1) To conduct business with the Gate Officer.
- 2) Resident/property owner is driving or is an occupant of a vehicle without a bar code decal.

E). GATE ACCESS ARMS

The resident access gate arms shall be operated twenty-four (24) hours a day. If a malfunction occurs with a resident's bar code decal the Gate Officer shall over ride the system only after he/she has determined that the person entering the gate is, in fact, a resident.

The following information will be obtained prior to opening the lane: resident's name, lot number or address. After verifying this information in the computer, the lane may be opened.

F). UNAUTHORIZED VEHICLES

All motor homes and/or trucks or cars that are pulling trailers, boats, horse trailers, etc. must enter through the visitor lane and will be issued one 24-hour pass. They will be allowed 3 passes per 30-day period, but each pass must be at least 24 hours apart. (Non-consecutive)

G). RESIDENTS' GUEST ACCESS

Guests of RMA members will be allowed access by entering thru the visitors' lane and obtaining a guest pass:

- 1) Residents **SHALL ALWAYS** call the gate in advance or provide a list (for larger groups) to the gate for entry using their PIN number.
- 2) Guests that are on the permanent guest list.
- 3) The resident may authorize guest(s) who are not on the permanent guest list by calling the gate officer.
- 4) Guest(s) driving an "unauthorized vehicle" will be issued one 24-hour pass if staying overnight. They will be allowed 3 passes per 30-day period, but each pass must be at least 24 hours apart. (Non-consecutive)
- 5) Approved non-RMA members and drivers of vehicles without bar codes shall be issued a Guest Pass when attending a community event. Guest Passes are subject to the limitations as outlined below (see Access System).
- 6) Guest(s) may be required to show identification to the Gate Officer.

- 7) Residents may maintain a permanent guest list with a maximum of 8 names.
- 8) A minor/dependant or adult living with a resident may authorize guest access if he/she provides the PIN to the Gate Officer

H.) ACCESS SYSTEM

The Gate Officer will record the following information into the access system:

- 1) The time and date that the pass was issued to the guest.
- 2) The pass number that is stamped on the pass.
- 3) Type of pass – Construction, vendor, general guest, real estate, etc.
- 4) Destination of the guest.
- 5) The license number of the vehicle.

I.) VISITOR ACCESS LANE

The visitor access arm shall be closed at all times. It will be opened only after an incoming vehicle has been processed and the proper pass issued. The gate arm may be left in the up position until all vehicles have been processed, but it will be closed immediately after the lane clears.

J.) COUNTRY CLUB ACCESS

Guests of Rancho Murieta Country Club members will be issued a one (1) day pass that will entitle them to drive to and park at the Country Club. The Country Club will notify the RMCS D Security Department at least one (1) week prior to any tournament or scheduled event. Anyone entering Rancho Murieta on a Country Club pass found to be at a location other than the Country Club, they will be asked to leave and may not re-enter the community until a determination has been made by the RMA that they can abide by this rule.

- 1) Non-resident Country Club members maybe allowed to purchase one (1) bar code decal per registered vehicle for a fee of \$10.00 for each decal. This bar code must be distinguishable from resident bar codes by color. Non-resident Country Club members will have access only during posted Country Club hours and club events, and access to the Country Club is via Alameda Drive.
- 2) Guests of non-resident club members must be accompanied by the member.

K.) CONSTRUCTION ACCESS

A Construction Pass will be issued each day (Monday thru Friday from 7:00 a.m. to 7:00 p.m. and Saturdays from 8:00 a.m. to 5:00 p.m.) to contractors and sub-contractors. This will allow access through the gate during construction hours only, and will permit parking at the job site specifically noted on the construction pass. If the person(s) entering Rancho Murieta on a construction pass is found to be at an unauthorized location, they will be required to leave and may not re-enter the community until a determination has been made by the RMA that they can abide by this rule.

Construction workers are not allowed to authorize guests or use any RMA or Country Club facility.

No Construction Passes are issued on Sunday or on those holidays recognized by the RMA.

L). GENERAL ACCESS

This category includes all landscapers, vendors, deliveries, service calls, routine maintenance, household employees, etc. They will be allowed access through the visitor's gate between the hours of 7:00 a.m. and 7:00 p.m. Monday through Friday, and 8:00 a.m. to 5:00 p.m. Saturday and will permit parking at the residence where the service is performed. If a person or persons entering Rancho Murieta on a general access pass is found at a location not authorized, they will be asked to leave and may not re-enter the community until a determination has been made by the RMA that they can abide by this rule.

The access hours do not apply to caregivers, medical personal, house sitters or babysitters if arrangements have been made with the Gate Officer prior to entry.

M). REAL ESTATE ACCESS

Any licensed realtor will be given a real estate pass to show listed property. The realtor may be required to show identification to the Gate Officer.

For sale by owner will be allowed. The prospective buyer will then be given a real estate open house pass to that specific property only. Entry to see unspecified property will not be allowed.

Open Houses may only be held on Saturdays and Sundays from 1:00 p.m. to 5:00 p.m. Visitors to open houses will be permitted to enter without prior authorization. The Gate Officer will issue a real estate open house pass.

N). MURIETA VILLAGE

Murieta Village residents and non-resident property owners will be permitted to purchase up to three (3) green bar code decals for a fee of \$10.00 each. Guests must be accompanied by a Murieta Village resident or property owner.

O). POLICE AND FIRE PERSONNEL

All law enforcement officers and fire personnel will be allowed to enter the gate twenty four (24) hours a day, seven (7) days a week in the performance of their duty. No pass is required.

P). OFFICERS OF THE COURT

Process servers, those repossessing vehicles, bail agents, or other officers of the court will be given a guest pass to a specific location when they present the proper authorization and identification to the Gate Officer or present a court order to the Gate Officer. Service may occur at any time of day or night.

Q). DELIVERY VEHICLES DISPLAYING COMPANY NAME

Any delivery vehicles, excluding contractor or sub-contractor trucks that are identified by large markings on both sides of the vehicle will not require a pass. UPS, Sears, Federal Express, Operating Engineers, cement trucks, lumber trucks, etc.

R. SOLICITORS

Solicitors will not be permitted entrance at any time.

S). POLITICAL CANDIDATES

Political candidates with proper identification will be permitted to walk their precinct during the hours of daylight only.

T). EMPLOYEE ACCESS

RMA, CSD & RMCC will supply the Gate Officer with a list of their regular employees.

U). HAZARDS

If the Gate Officer notices a potential traffic hazard he/she may open the gate arms and let traffic pass until the hazard has been cleared. The vehicles shall be monitored for resident bar code decals.

V). POWER FAILURES

In case of a power outage, the Gate Officer will immediately start the backup generator to maintain gate control. If this is not possible the Gate Officer will open all gates manually, but as soon as the power is restored the gates will be closed.