

Pinnacle Lake Estates Association Inc.

## **ELECTRIC GATE CARD POLICY**

### **PURPOSE:**

1. To allow access (for members in good standing) to those who own property in Pinnacle Lake Estates and their immediate families.
2. To assist the Board of Trustees and Security of Pinnacle Lake Estates to protect against vandalism and theft within the boundaries of Pinnacle Lake Estates.
3. To assist in enforcing 1. and 2. above, the gate system has the capability of locking out the card numbers of any lot owner for violations of RESTRICTIONS, BY-LAWS and/or RECREATION RULES by the lot owner, his/her immediate family and guests. In addition, property owners who are in arrears or under penalty for more than 90 days will also have all PLE gate cards disabled except for one to allow for property access.

### **POLICY:**

1. One (1) gate access card will be issued to lot owners free of charge. Additional cards to be issued only to lot owners and their immediate families as set forth in the By-Laws.
2. Up to two (2) additional access cards may be purchased by the lot owner at a cost of \$10 each. The additional cards will not have the same number as the primary card, but all cards assigned to a specific lot owner will be “locked out” when deemed appropriate by The Board of Trustees according to #3 above.
3. Gate cards will be limited to a total of 5 per lot owner or owners. If an owner feels it imperative that he/she have more than the total of five (5) gate cards, he/she may request, in writing, to be allowed additional gate cards at a cost of \$10 each. The written request must include the reason that additional cards are necessary, and name and relationship of the persons who will be using all cards. **The Board reserves the right to request the lot owner appear before the Board to plead their case and reserves the right to deny additional card requests at their discretion.**
4. Access cards will not be mailed to the lot owner per request from the Post Office. New/replacement gate cards may be picked up at the office during office hours. Otherwise, arrangements can be made to pick new/replacement cards up from Security during season. In the event a card is lost/stolen by the lot owner or family, please notify Pinnacle Lake Estates Association as soon as possible so the card number can be locked out of the system and a new number assigned.

5. It is the expectation that the lot owner or his/her immediate family will be on the premises when guests are present and will meet their guests at the gate for access. It is not expected that security will be at the gate to let family members or guests in, although arrangements can be made during season, provided they have been added to the guards' guest list.

6. Guests of Pinnacle Lake are only allowed access when lot owners or their immediate family members are present. Additionally, guests are the sole responsibility of the lot owner and must adhere to the rules and regulations of the Lake.

7. Access cards or codes will be issued to emergency services and utility companies that serve Pinnacle Lake Estates, and certain vendors (such as quarries and concrete delivery) may be issued an access card/code upon approval of the Board of Trustees.

8. It is the responsibility of the lot owner to either be present to let a contractor in or provide the contractor with a signed and dated guest pass and an access card. If an extended time is expected (more than 2 weeks), such as during construction of a house, the lot owner may request, in writing, to have a special access code assigned to that contractor.

#### IN THE EVENT A LOT IS SOLD:

1. All previously issued gate cards connected to the sold property will be deleted from the system, and a new card or cards will be provided.

2. If the buyer already owns property at Pinnacle Lake Estates and already possesses gate access cards, those cards will be considered part of the overall count per owner. Any additional cards may be requested as per #3 above.

This policy may be amended at any future date to meet the needs of Pinnacle Lake Estates Association.

PLE (rev 2112, Feb. 2025)