

Rules for Issuing Bar Codes
Community Access Committee-Section 22, Burnt Store Marina
Approved by BOD _2/18/2020_

An owner is the party whose name appears on the deed as recorded in the Lee County Property Appraiser's Office, and who occupies their unit, full-time, seasonally, or intermittently.

1. Each resident/owner is entitled to one bar code for his or her personal vehicle. A second Bar code may be applied for if the resident has more than one vehicle. The resident owner's name must appear on the registration unless provided otherwise in these rules. Every resident/owner must provide a copy of the vehicle registration for every vehicle to which a bar code is to be issued.
2. Full time family members, who occupy the unit with the resident may be considered for bar codes. Proof of resident's status is required. Temporary or short-term visits are not considered to comply with this rule.
3. Resident/owners who own multiple units within Burnt Store Marina are not entitled to additional bar codes other than those assigned to their personal vehicles.
4. Renters of unit owners, for a period of less than **2 months**, may be provided with a window pass for their rental period to help speed the process through the front gate. Renters of unit owners, for a period of more than 2 months, may apply for a self-terminating barcode. **An administrative fee of \$30.00 per season will be due at the time of application.**

Marina patrons who rent slips or store their boats for a period of (6) months or more may be eligible for a barcode if the following parameters are met:

- a. Patron receives an application from the Harbor Masters Office to ensure eligibility standards are met.
- b. Patron arrives at the Main Gate house during regular barcode hours with the following documents:
 - Vehicle and vehicle registration
 - Photo ID
 - Eligibility document from the Harbor Master
 - \$30.00 barcode fee (cash or check, made payable to PGI Section 22)
5. Rental cars for unit owners who occupy their units intermittently, with a rental vehicle not registered in their name, may apply for issuance of a self-terminating bar code or "temporary" bar code. A copy of the rental lease will be required. For short duration stays by owners with rental cars, a refundable deposit may be required to obtain a special limited bar code decal. **Rental bar codes are issued on regular barcode days/hours.**
6. No bar codes shall be issued for golf carts, ATV's, or recreational vehicles. Motorcycles can be considered for bar codes if mechanically the motorcycle can have the bar code properly placed and affixed to the vehicle.
7. No bar codes shall be issued in the name of a commercial entity, i.e., realty company, commercial partnership or corporation. A commercial entity may select an

individual to receive a bar code as long as that individual meets the rules. Resident/owners who have vehicles registered in corporate names can be issued bar codes with proof of residency.

8. It is a resident/owner and/or bar code holder's responsibility to notify the Property Manager of the sale, transfer or other disposition of a vehicle with a bar code attached.

Upon notification the bar code shall be disabled.

9. The Site Supervisor shall not issue a new bar code for any newly acquired vehicle that otherwise would qualify for a bar code unless the previously issued bar code assigned to the resident/owner has been disabled. IF the new vehicle is an addition to the existing registered vehicles, a copy of the registration must accompany the application.

10. The Site Supervisor or the CAC Committee will review all applications before a bar code will be issued. All bar codes shall be permanently affixed to the vehicle by the Access Control Supervisor or a duly authorized member of the CAC Committee.

11. On a regular basis bar codes that have not be used in a (1) year period will be disabled by the Site Supervisor. If any resident comes in with a disabled bar code the Site Supervisor will reactivate said bar code after making sure the person is still a resident in good standing and the information for the bar code is accurate.

12. Any unauthorized use of a bar code may result in an automatic one year deactivation of all bar codes held by that resident/owner or bar code holder. Anyone who has lost the privilege of a bar code may appeal this loss to the Section 22 Board of Directors. The use of hand held bar codes not affixed to the vehicle is considered an unauthorized use.

13. Before a barcode is issued to any resident, their status as a "member in good standing" with Section 22 must be verified by the Site Supervisor.

A resident considered "in good standing" must be in compliance with the following:

- a. Financial compliance regarding all Section 22 dues and assessments. This includes any dues, assessments, and/or damage to common property owned by Section 22.
- b. Be in compliance with the Rules and Regulations regarding proper storage of RV's, trailers, and boat storage (48 hours on property maximum).
- c. Be in compliance of the Rules and Regulations by the homeowner, or their guests or renters of any property within the community.

The bar code deactivation due to Non-compliance would be administered as follows:

- a. First notice of the violation would be a correction warning in writing that has to be corrected within 48 hours.

b. Second notice of the same violation would be in writing from the Site Supervisor, Property Management Company or the CAC Committee stating that any and all bar codes for that residence are to be deactivated for 7 days.

c. If correction is not made within the 7 days, the deactivation would continue until corrected.

14. As approved by the BOD, the CAC Committee may authorize the issuance of bar codes to full time management employees of businesses or organizations within BSM that provide list of current employees and will agree to provide notices of personnel changes. Each bar code decal will be subject to a **\$30.00 administration fee** for these non-resident commercial or organization employees.

The Control Access Committee is a standing resident committee tasked by the Board of Directors to advise them on issues of security and gate entry. Research and background information are provided to the Board along with recommendations to deal with resident concerns or problems referred from the Board to the Committee.

Rev. 1/27/2020

APPROVAL: This policy was approved at the regularly scheduled Section 22 Board of Directors meeting on February 18, 2020