



MASTER ASSOCIATION

Transponder Gate Policy

PURPOSE:

The Transponder Gate Policy provides guidance and authority to the Master Association Management Team to issue transponders to members, permanent guests, tenants, and vendors and provides detailed information on permitted access into the PGA WEST private residential communities.

Having a transponder to gain access to the PGA WEST private residential communities is a privilege, not a right.

The Transponder Program is designed to enable members, tenants, permanent guests, and vendors controlled access to the PGA WEST private residential community by way of the transponder gates.

DEFINITIONS:

1. **Assistant General Manager:** By direction of the General Manager and the Board, the Assistant General Manager is responsible to administer and enforce this Transponder Gate Policy, as well as adjudicate enforcement of Vendor Violations per this policy. The Assistant General Manager may authorize the termination of transponders for any vendor and may interrupt access of a vendor that is not in compliance with the Vendor Rules and Regulations.
2. **Board:** The Board of Directors of the PGA WEST Master Association.
3. **Golf Cart Registration Decal:** Master Association sticker affixed to the front of a registered golf cart to signify its registration status and number.
4. **Management Staff:** Any person employed by the Association's Managing Agent that is dedicated to the service of the Master Association community.
5. **Member:** A person who is a property owner of record within the PGA WEST Community.
6. **Permanent Guest:** A person identified by a member to have access to PGA WEST private residential community through the Member's Visitor Management "Permanent List." Permanent Guests may include immediate family members residing with a Member and may be issued transponders at the Member's request (and expense).
7. **Tenant:** Those persons who are leasing a home from a Member within the PGA WEST Community. Tenants may purchase a transponder when authorized by the Member. Tenants must provide a lease agreement to the Transponder Clerk. Tenants are assigned a PIN number that enables them to call in guests. Tenants do not have access to the Master Association's online Visitor Management System.

8. **Transponder:** A wireless device placed by Management Staff on a vehicle or golf cart that provides access into the manned and unmanned transponder gates, identified below, within the PGA WEST Community.
9. **Transponder Clerk:** Administers the transponder program for members, permanent guests, tenants and vendors.
10. **Transponder Gates:** The following manned and unmanned gates are available for members, permanent guests (with a Transponder), tenants and vendors to access the PGA WEST private residential community (see attached map).
 - I. **Manned Transponder Gates:**
 - a. Legends Residential Gate
 - b. Nicklaus Residential Gate
 - c. Norman Residential Gate
 - d. Palmer Residential Gate
 - e. Signature Residential Gate
 - f. Stadium Residential Gate
 - g. Weiskopf Residential Gate
 - II. **Unmanned Transponder Gates:**
 - a. Airport Road
 - b. Laurels (Madison North)
 - c. Madison Gate #8 (Madison South)
 - III. **Unmanned Exit-Only Gates: (No Transponder Access)**
 - a. 58th street
 - b. Monroe
 - c. Monterra
 - d. Troon Way
11. **Vendor:** Businesses that provide services to PGA WEST Member and/or Residential Homeowners Associations.

MEMBER VEHICLE TRANSPONDERS:

1. Each PGA WEST Member is entitled to two (2) initial transponders at no cost.
2. Members may purchase additional Transponders for additional vehicles, as needed.
3. Member vehicle transponders offer access to all seven (7) manned and three (3) unmanned gates defined above (item 10) twenty-four (24) hours each day, seven (7) days a week.
4. Members not in good standing with their residential association may be denied issuance of a transponder. If the Member has been issued a transponder, and is not in good standing with their residential association, the device is subject to deactivation. In such an event, Members and their guests must obtain a daily pass from a manned gate for access into the community.

MEMBER GOLF CART TRANSPONDERS:

1. All PGA WEST Members who own golf carts are required to register each cart with the Transponder Clerk and affix/display the Golf Cart Registration Decal on the windshield/front of the golf cart.
2. Each PGA WEST Member is entitled to two (2) initial transponders for their personally owned golf carts at no cost.

3. Members may purchase additional golf cart transponders with Golf Cart Registration stickers for personally owned carts.
4. Failure to register golf carts will require Members to obtain a daily pass each time they desire access through a manned gate and may be subject to disciplinary action.

VENDORS:

1. Vendors that provide a service to PGA WEST Members or residential homeowners associations are required to complete and sign a Vendor Access Application, and must comply with the Vendor Rules & Regulations.
2. A copy of the Vendor Rules & Regulations is provided by the Transponder Clerk and should be kept by the vendor for reference.
3. Gates & Patrol will notify the Assistant General Manager of vendors that fail to comply with the Vendor Rules & Regulations.
4. Every vendor that provides a service to PGA WEST residents or residential associations and accesses the community six (6) or more times in a 30-day period or maintains three (3) or more separate service accounts must obtain a transponder.
5. A small number of vendors may be exempt from both transponders and Temporary Vendor Passes. These exemptions include, but are not limited to: Emergency and Service vehicles, FedEx, UPS, US Postal Service and other delivery services. The Assistant General Manager determines all exemptions.
6. The cost for a vendor transponder is fifty dollars (\$50.00). An additional fifty dollars (\$50.00) quarterly service fee will be billed electronically to the vendor every three (3) months by the Transponder Clerk.
7. Vendors that work for any of the PGA WEST residential associations, but not for Members, must purchase a transponder for each vehicle. These vendors are not subject to the quarterly service fee.

Vendor transponders offer access to the manned and unmanned transponder gates, as listed in the Definitions section of this policy.

Access through these gates is available as follows:

- a. May 1- September 30: Monday – Friday 6:00 AM – 5:30 PM; Saturday and Sunday 8:00 AM – 5:00 PM
 - b. October 1 – April 30: Monday – Friday 7:00 AM – 5:30 PM; Saturday and Sunday 8:00 AM – 5:00 PM
 - c. NO CONSTRUCTION ON SUNDAYS.
 - d. Vendors requiring emergency access between 7:00 PM and 6:00 AM, Monday through Saturday must obtain a valid pass from a manned gate. These off-hour vendor visits must only be used for emergencies, such as pipe leaks, floods, power outages, and safety hazards.
8. Only the Assistant General Manager and authorized Gate Officers can adjust vendor access hours for special circumstances or emergencies.
 9. Violations or Citations issued to vendors by Gates & Patrol staff will be submitted to the Assistant General Manager for disposition.

VENDOR VIOLATIONS and CITATIONS:

1. The Assistant General Manager determines the fine to be assessed to vendors.
2. The Transponder Clerk will administer and deliver the citation notices to the respective vendors.
3. Fines are to be paid within thirty (30) days, according to the Vendor Rules & Regulations.
4. The Assistant General Manager will be notified of all fines not paid within thirty (30) days.
5. Vendors may contest any fine or penalty they believe to be excessive. Vendors requesting an appeal must send a written request for reconsideration to the Assistant General Manager within ten (10) business days of being notified of the decision.
6. The Assistant General Manager will present appeals to the Master Association Board of Directors for final ruling at the next regularly scheduled monthly meeting.
7. Fines remaining unpaid for thirty (30) days may result in the vendor's transponder being deactivated. If the transponder is deactivated, the vendor is subject to a \$25.00 service fee for reconnection, payable in advance.

