

Access Control Policy for Jacksonville Ranch Club 1 Entrances

Effective 10/1/2026

Purpose

The purpose of this policy is to establish consistent, secure, and manageable access procedures for all community entry points. This ensures resident safety, protects community assets, and maintains accurate records of all individuals entering the property.

Resident Access

Residents will be granted streamlined access through the following approved methods:

- **Remote Gate Openers** - Residents may use HOA-issued remote devices to open vehicle gates. These devices are individually registered to each household and **must** not be shared with non-residents.
- **Barcode / RFID Scanner System** - Residents may enter using the barcode or RFID tag assigned to their household. Each tag will be linked to the resident's address and vehicle. Lost or damaged tags must be reported immediately for deactivation and replacement.

Non-Resident Access

To maintain security and proper visitor tracking, **all non-residents—including guests, vendors, contractors, delivery personnel, and service providers—must enter through the call boxes** located at designated entry points.

- Visitors must contact the resident they are visiting through the call box system.
- Residents are responsible for granting or denying access to their visitors.
- Vendors or service providers performing work for the HOA may be granted temporary access by management or authorized board members.
- No non-resident will be issued remotes, barcodes, or any resident-only access device except on a case by case basis and is deemed necessary by the Board of Directors for Jacksonville Ranch Club 1.

Prohibited Actions

- Residents may not provide remotes, barcodes, or access credentials to non-residents except immediate family. Resident assumes all responsibility and liability for family not residing in JRC1.
- Tailgating (following a resident vehicle through the gate without authorization) is strictly prohibited.
- Any attempt to bypass the call box system will be considered a violation of community rules.

Enforcement

Violations of this policy may result in:

- Revocation of Remote and/or RFID access privileges
- **May be referred to an attorney whereas the owner would be responsible for all legal fees and costs.**
- Additional security measures or corrective actions deemed necessary by the Board

Implementation

This policy will take effect immediately upon board approval. Management will notify all residents and provide instructions for obtaining or updating remotes and barcode/RFID tags.