



**The Pointe at Two Rivers Homeowners Association, Inc**  
**Security Gate Code Procedure Policy**  
**November 10, 2015**

**WHEREAS**, The Master Declaration of Covenants, Conditions and Restrictions of Two Rivers Subdivision, Article II, Section 1, **Enjoyment of Common Area**, paragraph G states: *“The right of the Directors of the Association as the case may be, to promulgate rules and regulations governing such rights of use, from time to time, in the interest of securing maximum safe usage of such Common Area by members of the Association without unduly infringing upon the privacy or enjoyment of the Owner or occupant of any part of said property...”*

**Whereas**, The Third and Tenth supplement to the Master Declaration of Covenants, Conditions, and Restrictions of the Two Rivers Subdivision charge the Board of Directors, of the Pointe at Two Rivers Homeowners Association to maintain the “Pointe at Two Rivers Common Area”.

**Whereas**, Article V: **Private Streets**: and Article VIII: **Maintenance Responsibility**: give the Board of Directors of the Pointe at Two Rivers the authority and responsibility to maintain and control the remote access and pedestrian access gates at the entrance to the gated subdivision, “The Pointe”.

**Whereas**, the Board of Directors of the Pointe at Two Rivers has resolved to limit access to the subdivision by closing, and keeping the entrance gates closed at all times, unless requested by homeowners or their representatives, and installing, locking and limiting access to the pedestrian gates.

**Whereas**, the Board of Directors of the Pointe at Two Rivers has resolved to limit and change at will the access code to the pedestrian gates on a regular basis.

**Whereas**, the Board of Directors of the Pointe at Two Rivers has resolved to limit the number of vehicle access codes for each homeowner to one access code per home.

**Therefore**, be it resolved that the Islands Board of Directors adopts the following policies

**Gate Hold Open Requests:** A homeowner may contact the management company, Sentry Management, with the date and time they would like the gates held open. Homeowners must provide the address of the home, a contact number, and the reason for the occasion. Requests must be made via email at [cbrockl@sentrymgt.com](mailto:cbrockl@sentrymgt.com), or by phone **208.323.1080** during regular business hours **8:30 AM to 5:00 PM**. All requests must be made with 72 hours notice.

**Temporary Gate Codes**

A Temporary code can be assigned to a home or lot owner for a vendor or guest by e-mailing management at [cbrockl@sentrymgt.com](mailto:cbrockl@sentrymgt.com) or calling **208.323.1080** during normal business hours **8:30 AM to 5:00 PM**. Requests require a minimum of five (5) business days ahead of the date needed. Temporary gate codes require home or lot owner name and address, vendor(s) or guest(s) name and address, and vendor(s) or guest(s) contact information.

**One code per home**

Each home has received a four digit code at move in. Each Resident / Homeowner is limited to one four digit code per household. Homeowners may change their code by contacting the management company by email or phone.

**Pedestrian Gate Codes**

There is a four digit code at the Pedestrian or walking gates. There is a four digit code that is given to all homeowners that is changed at will by the board of directors.

**Vendor Gate Codes**

A designated gate code will or has already been assigned to certain HOA associated contractors, vendors and postal service providers (i.e UPS, FEDEX, Utility Companies). The Management Company will perform an annual audit and review of the listed vendor codes with the Board.

**Universal Codes**

If the Board decides to implement a "one-universal gate code" for the community, the following conditions must be followed. At least 15 days' notice will be given to all current owners of record of the new one-universal code and the Board can choose a one-universal code no more than 2 times per year.

Adopted by The Pointe at Two Rivers Subdivision Homeowners Association Board of Directors on November 10, 2015.

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Pointe at Two Rivers HOA President

11/12/15

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Date

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Pointe at Two Rivers HOA Secretary

11/13/15

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Date