

ST JAMES PLANTATION
QuickPass RFID Policy

Effective 11.1.2019

The QuickPass program is an access control system designed to regulate, monitor and record vehicular access through the gates of St James Plantation. The system integrates license plate readers and radio controlled devices to efficiently record traffic and monitor passes for owners, visitors and contractors. Property owners, employees, select lessees, and select contractors are eligible to obtain electronic RFIDs (radio frequency ID tags).

RFID Tags

RFID tags are electronic devices attached to a vehicle's windshield, which activate an automatic gate allowing quick entrance onto the property without the necessity of processing by a gate officer. Each gate is equipped with RFID readers to allow easy access for those with tagged vehicles. RFID tags are the property of the Property Owner's Association. They are issued as a courtesy and a privilege, afforded to eligible persons who are current in their assessments and abide by POA rules and policies. RFID tags may be deactivated or recalled at the discretion of the POA for failure to comply with its Rules and Policies, including but not limited to current payment of assessments and fines, adherence to traffic rules or inappropriate behavior directed at staff or volunteers.

To obtain an RFID tag, eligible persons must submit a copy of the vehicle registration and owner's ID at the POA office, along with a completed QuickPass vehicle registration application. If the vehicle is new, a temporary registration must be submitted and the POA will activate a temporary **30** day RFID. This RFID will be made permanent when the applicant receives their registration and supplies this information to the POA office, otherwise it will cease operating after **30** days.

RFID tags are designed for a single use. By design, they will generally cease to function soon after being removed from a vehicle. It is recommended that when one gets a new vehicle, a new RFID tag be installed. If the RFID tag is removed and transferred to a different vehicle, the new vehicle registration must be submitted to the POA office in order to update our records and insure the tag and vehicle match. Failure to advise the POA that the tag was transferred may result in deactivation of the RFID tag.

Eligibility for RFID tags

Property Owners

All property owners in good standing are eligible for an RFID tag. Each property is entitled to 2 initial RFID tags at no charge. The RFID tag will be installed on the vehicle by POA personnel. In addition, the property owner and their immediate family (parents, children, siblings and grandchildren) may be able to purchase RFID tags for \$25 each with a maximum of 6 active devices per property.

St. James Sales Staff

St. James sales staff that do not reside in St. James, will register as a realtor required to show a valid realtor's license and a valid driver's license. They may purchase an RFID for \$25 each with a maximum of 2 active devices.

Tenants

A tenant, who provides a 6 month or longer rental agreement to the POA office, is entitled to purchase an RFID tag at a fee of \$25 each with a limit of 2 actively registered vehicles per lease. The POA does not accept any lease that is month to month. If the lease is extended, the tenant is responsible for providing a new lease to the POA office with a new lease end date. The POA will not accept an email request to extend a lease. If the POA does not receive a new lease prior to the lease end date, the RFID will automatically be deactivated.

Marina Boat Slip Owners & Renters

A boat slip owner or renter, in good standing who provides a 6 month or longer rental agreement to the POA Office, is entitled to receive a RFID tag at a fee of \$25 each with a limit of 2 actively registered vehicles per slip/stack. The POA does not accept any lease that is month to month. If the lease is extended, the St. James Marina is responsible for advising the POA office of the new lease end date. If the POA does not receive information from the Marina prior to the lease end date, the RFID will automatically be deactivated.

POA and Town Hall Staff

POA and Town Hall staff members are entitled to one RFID Tag. Replacement RFID Tags will be provided at no charge.

Troon and Marina Employees

Troon and Marina employees in good standing, working through their HR manager, are eligible for an RFID tag. There is no fee for the first RFID tag issued, additional tags may be purchased for \$25 each with a limit of 2 actively registered vehicles.

POA Contractors

All POA contractor company vehicles, approved by the Community Manager, will be provided an RFID Tag at no charge. There is no fee for the first RFID tag issued, additional tags may be issued for \$25 each.

Prime Contractors (Builders)

Prime Contractors/Builders in good standing, if approved by the Community Manager, may receive RFIDs for company owned vehicles for \$25 each. Owners & Superintendents will have 24/7 access with other staff having restricted contractor hours. An RFID tag is not to be transferred to another vehicle, if this is discovered the RFID will be deactivated immediately.

Special Circumstances

Property owners who have a rental or loaner vehicle, may check out a handheld transponder with the POA for a maximum of 2 weeks.

Property Owners may be entitled to purchase a Mini External Tag for \$50 as an alternative when a RFID does not work on their vehicle (ex. electronics on the windshield or motorcycles). The devices are affixed to the outside of a vehicle.

Full Time Residents may be entitled to the use of a handheld or license plate transponder when a RFID and a Mini External Tag will not work. Use of a handheld device requires a refundable \$50 deposit and use of a license plate transponder requires a refundable \$100 deposit with a limit of 2 per residence. If the device is lost or damaged, the deposit will be forfeited. These devices **will be activated for 1 year** and are assigned to a specific vehicle. Residents may re-apply for the transponder annually by providing the POA with the current registration. The device is not allowed to be transferred or used with any other vehicle; violation of this policy will result in the device being deactivated.

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