

PHASED IMPLEMENTATION PLAN

Under Section J of the proposed Amenity Access Rule, staff shall develop and the Board shall adopt a Phased Implementation Plan to fully implement the Amenity Access Rule no later than January 1, 2028. The Board must adopt the *initial* Phased Implementation Plan concurrent with the rule's adoption. The Phased Implementation Plan will then be subject to review and update at least semi-annually. The final draft of the *initial* Phased Implementation Plan will be presented and may be adopted concurrently with the proposed rule following the 45-day member notification and comment period.

2024 - Year 0

1. Photo ID Validation Plan:

- a. Beginning on the date of the rule's adoption, newly issued Photo ID Cards shall be subject to the Amenity Access Rule's requirements.
 - b. Beginning on the date of the rule's adoption, if any changes are made to the Photo ID Card holders listed on a Residential Parcel's property profile, then all Photo ID Card holders listed on that property profile shall be subject to the Amenity Access Rule's requirements.
 - c. Unless changes are made to the Photo ID Card holders listed on a Residential Parcel's profile, for Photo ID Cards issued prior to the rule's adoption, from the date of the rule's adoption through December 31, 2027, shall constitute a grace period for providing Official Documentation to the Association to validate family relationships to qualify for Photo ID Cards.
2. Owner's Family members ages 3-6 must be assigned a Member Photo ID Card no later than December 31, 2027 to continue receiving Member Photo ID Card holder rights, privileges, and benefits after that date.

2025 - Year 1

1. **Member Amenity Access:** No changes to the Member Photo ID Card and Recreation Fee system from 2024, with appropriate adjustments to the two (2) and four (4)-Card Recreation Fees and the fees for Additional Member Photo ID Cards made through the 2025 budget process.
 - a. Owner's Family members ages 3-6 must be assigned a Member Photo ID Card no later than December 31, 2027 to continue receiving Member Photo ID Card holder rights, privileges, and benefits after that date.
2. **Photo ID Validation:** Continue and refine the Photo ID Validation plan.
3. **Existing Transferable Guest Cards:** All existing transferable guest cards will be deactivated on January 1, 2025.

4. **Short-Term Tenants:** Develop and implement the Short-Term Tenant Card program.
 - a. Initial Operating Plan preliminary details:
 - i. Administrative fee for purchasing Short-Term Tenant Cards will be set through the budget process.
 - ii. Each Short-Term Tenant Card will allow Private Amenity access to one (1) individual ages three (3) and older for an access fee.
 - iii. Short-Term Tenant Cards valid from 1/1/2025 to 12/31/2025.
 - iv. Short-Term Tenant Cards can be purchased at any time during the year, but expire on 12/31/2025.
5. **Resident Tenants:** Develop and implement the Resident Tenant Photo ID Card.
 - a. For 2025, the rights, privileges, and benefits delegated to Residential Tenants via the Owner Relinquishment Process shall be consistent with continuing the Member Photo ID Card and Recreational Fee status quo through 2025.
6. **Personal Guests:** Develop and implement the Personal Guest Registration Process
 - a. Determine if Aspenware will work or if we need a different personal guest registration system
 - i. Aspenware limits the total number of people on one profile - 19
 - b. Determine payment methodology. Options include:
 - i. Invoiced to the Owner at the end of the month via Aspenware folios.
 - ii. Personal guest pays at the time of entry (relationship validated through registration process only)
 - iii. Prepaid access “debit” card with stored value the owner gives to their personal guests
 - iv. A combination of options available for owners to select – pay at entry or prepaid stored value card
7. **Operating Plan:** Develop, publish, and implement the first Operating Plan to avoid overburdening the Private Amenities while prioritizing, promoting, and protecting Member use and enjoyment.

2026 - Year 2

1. **Member Amenity Access:** Beginning on January 1, 2026, Member daily access fees and the Recreation Fee program shall end. As determined through the budget process following financial analyses, a minimum of two (2) and a maximum of four (4) Member Photo ID Cards shall be allotted per Residential Parcel and included in the annual assessment. Valid Member Photo ID Card holders shall be entitled to Private Amenity access without the requirement of a daily access fee or an additional annual access pass.
 - a. If an Owner’s Family members number more than the number of Member Photo ID Cards allotted per Residential Parcel, the Owner shall be entitled to purchase up to six (6) additional Member Photo ID Cards.

- b. Owner's Family members ages 3-6 must be assigned a Member Photo ID Card no later than December 31, 2027 to continue receiving Member Photo ID Card holder rights, privileges, and benefits after that date.
2. **Photo ID Validation:** Continue and refine the Photo ID Validation plan.
3. **Short-Term Tenants:** Continue and refine the Short-Term Tenant Card program.
4. **Personal Guests:** Continue and refine the Personal Guest Registration Process.
5. **Resident Tenants:** The rights, privileges, and benefits delegated by Owners to Resident Tenants shall be analogous to the rights, privileges, and benefits available to Owners under the Amenity Access Rule, except for those rights, benefits, and privileges that the Governing Documents and/or the rule specifically exempt from delegation.
6. **Operating Plan:** Analyze access data from the first year, and adjust the Operating Plan as warranted to avoid overburdening the Private Amenities while prioritizing, promoting, and protecting Member use and enjoyment.

2027 - Year 3

1. **Members:** Four (4) Member Photo ID Cards shall be allotted per Residential Parcel and included in the annual assessment. Valid Member Photo ID Card holders shall be entitled to Private Amenity access without the requirement of a daily access fee or an additional annual access pass.
 - a. If an Owner's Family members number more than the number of Member Photo ID Cards allotted per Residential Parcel, the Owner shall be entitled to purchase up to six (6) additional Member Photo ID Cards.
 - b. Owner's Family members ages 3-6 must be assigned a Member Photo ID Card no later than December 31, 2027 to continue receiving Member Photo ID Card holder rights, privileges, and benefits after that date.
2. **Photo ID Validation:** Continue and refine the Photo ID Validation plan. Beginning on January 1, 2028, any Photo ID Cards assigned to individuals whose family relationship qualifications have not been validated with Official Documentation shall be deactivated unless and until the Association receives appropriate Official Documentation.
3. **Short-Term Tenants:** Continue and refine the Short-Term Tenant Card program.
4. **Personal Guests:** Continue and refine the Personal Guest Registration Process
5. **Resident Tenants:** The rights, privileges, and benefits delegated by Owners to Residential Tenants shall be analogous to the rights, privileges, and benefits available to Owners under the Amenity Access Rule, except for those rights, benefits, and privileges that the Governing Documents and/or this rule specifically exempt from delegation.
6. **Operating Plan:** Analyze access data from the second year, and adjust the Operating Plan as warranted to avoid overburdening the Private Amenities while prioritizing, promoting, and protecting Member use and enjoyment.