

Current

Proposed

I. ADMINISTRATIVE POLICIES AND PROCEDURES

A. General Information Regarding Passes

1. Access to the amenities and facilities at Masthope is by means of a valid pass.
2. Passes are issued by the POC and are useable as long as a member is in good standing.
3. Passes are also issued to property owner guests and those legally renting a home from a property owner.
4. MMC management may, from time-to-time, use alternative means of property owner identification, including, but not limited to wrist bands and hand stamping.
5. Property owners are held responsible for the actions of their guests and renters.

B. Picture Passes

1. Passes will take the form of an ID card as approved by the Board of Directors.
2. Current picture passes are required to use all MMC facilities. A valid picture pass will permit the registered holder the use of all MMC facilities, subject to the established rules and regulations of each facility.

I. ADMINISTRATIVE POLICIES AND PROCEDURES

A. General Information Regarding ID Passes

1. Access to the amenities and facilities at Masthope is by means of a valid ID Pass.
2. ID Passes are issued by the POC and are valid as long as a member is in good standing on all lots owned by the member.
3. ID Passes are also issued to property owner guests and those legally renting a home from a property owner.
4. MMC management may, from time-to-time, use alternative means of property owner identification, including, but not limited to wrist bands and hand stamping.
5. Property owners are held responsible for the actions of their guests and renters.

B. Definitions

1. A Record Owner is a property owner listed on the deed for the property.
2. For lots with a single Record Owner, the Record Owner is the Designee. For lots with multiple owners, the Record Owners must designate in writing one Designee to the Association.
3. For lots owned by legal entities, such as Corporations, Trusts, and LLCs, a single member, owner, or beneficiary of the legal entity must be identified as Designee in writing to the Association.
4. Family Lineage is defined as the Immediate Family Members of the Record owners.
5. Immediate Family Members are defined as: Record Owner, Record Owner's children, Record Owner's parents, Record Owner's grandparents, Record Owner's great grandparents, Record Owner's grandchildren, Record Owner's great grandchildren, and, in each case, their spouses.
6. A Lineage Pass is an ID Pass issued to a family member in the Family Lineage.

C. ID Passes

1. ID Passes will take the form of an ID card as approved by the Board of Directors.
2. ID Passes are issued as Lineage Passes, Guest Passes, Day Passes, Rental Passes or Renter Operational Passes.

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3. Authorized users shall have their picture passes with them at all times when using MMC facilities.
 4. Picture passes will be required for any person two years old or older.
 5. Picture passes are available at the POC office and must be picked up in person. Picture passes will not be issued or validated through the mail or any other delivery service.
 6. Any outstanding assessments, citations and dues must be paid before picture passes can be issued.
 7. All property owners applying for membership picture passes must provide the following forms of identification for all immediate family members, where applicable, to show proof of family relationship:
 - a. birth certificate
 - b. valid driver's license/passport
 - c. marriage certificate
 - d. adoption/court/foster papers
 - e. significant other – proof of living together for three years.
 8. In the event that the member/property owner chooses not to pick up his/her passes, he/she may authorize a non-member to do so, but such authorization shall be in writing, and signed by the member.
 9. All passes will remain the property of MMC.
 10. Fines may be issued and passes may be invalidated by the POC due to misuse and rights of use of facilities revoked in accordance with the Bylaws and Rules and Regulations of the community.
- C. Allocation of Passes for Single Family Owned Lots
1. Picture passes will be issued only to members in good standing, and only if all properties owned by the member are in good standing.
 2. Picture passes are not required for children under two, unless using the ski amenity.
 3. Proof of identity shall be required to show immediate family relationship at the time of registration with the POC office.
 4. The type of proof required to determine family members shall be at the discretion of the POC office.
 5. Deeded designated immediate family members will be given a maximum of 12 picture passes.
 6. Designated immediate family members are defined as: deeded property owner, deeded property owner's spouse, deeded property owner's children,

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3. **Valid ID Passes** are required to use all MMC facilities. A valid **ID Pass** will permit the registered holder the use of all MMC facilities, subject to the established rules and regulations of each facility.
 4. **ID Pass holders** shall have their **ID Passes** with them at all times when using MMC facilities.
 5. **ID Passes** will be required for any person two years old or older, **but are required for anyone using the ski amenity, regardless of age.**
 6. **ID Passes** are available at the POC office and must be picked up in person. **Designee's may pick up ID Passes for family members under the age of 18. ID Passes** will not be issued or validated through the mail or any other delivery service.
 7. Any outstanding assessments, citations and dues must be paid before **ID Passes** will be issued.
 8. **All Record Owners applying for Lineage Passes must provide the following forms of identification for all members of their Family Lineage to show proof of family relationship:**
 - a. birth certificate
 - b. valid driver's license/passport
 - c. marriage certificate
 - d. adoption/court/foster papers
 - e. significant other – proof of living together for three years.
 - ~~9. In the event that the member/property owner chooses not to pick up his/her passes, he/she may authorize a non member to do so, but such authorization shall be in writing, and signed by the member.~~
 10. All **ID Passes** will remain the property of MMC.
 11. Fines may be issued and **ID Passes** may be invalidated by the POC due to misuse and rights of use of facilities revoked in accordance with the Bylaws and Rules and Regulations of the community.
- D. Allocation of **ID Passes** for Single Family Owned Lots
1. **Each Designee will be given a maximum allocation of 12 ID Passes ("Maximum Allocation").**
 - a. **ID Passes can be assigned to members of the Record Owners' Family Lineage, up to and including the Maximum Allocation. For lots with multiple owners, the Maximum Allocation may be split between members of the Family Lineage of each Record Owner, at the discretion of the Designee.**
 - b. **Any ID Pass that has not been assigned to members of the Family Lineage will be given as a Guest Pass.**
 2. **If a member in good standing has additional non-combined lots, he/she may receive the Maximum Allocation of ID Passes for each lot, following the**

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deeded property owner's children's spouses, deeded property owner's parents, deeded property owner's grandparents, deeded property owner's great grandparents, deeded property owner's grandchildren and deeded property owner's great grandchildren.

7. All additional designated immediate family members who wish to obtain a picture pass shall pay a fee of **\$100.00** per pass/per fiscal year with a maximum of 4 available within the family lineage.
 8. Each lot will receive four guest passes.
 9. If a member has additional lots, he/she may receive four guest passes per additional lot at no cost, but will not receive additional picture passes.
 10. Any other parties listed on the deed shall be classified as undesignated property owners.
 11. Any individual or families that have established membership rights prior to May 22, 2004, will not be affected by these rule changes: they shall be "grandfathered". Upon sale/transfer of the "grandfathered" property the 12 pass per lot motion will apply.
 12. For additional undesignated deeded property owners wishing to obtain a picture pass, the following rules apply.
 - a. Additional undesignated deeded families will be charged a full year's family dues for picture passes.
 - b. Immediate undesignated families will be issued a maximum of 12 picture passes.
 - c. Immediate undesignated family members are defined as: deeded property owner, deeded property owner's spouse, deeded property owner's children, deeded property owner's children's spouses, deeded property owner's parents, deeded property owner's grandparents, deeded property owner's great grandparents, deeded property owner's grandchildren and deeded property owner's great grandchildren.
- D. Corporate, LLC & LLP Passes
1. Corporations will be assigned four picture passes and four guest passes.
 2. The four picture passes will be determined by the corporation as to who their four primary individuals will be.
 3. No additional annual passes will be available for properties owned by Corporations.
- E. Replacing Passes
1. In the event a picture pass is lost or stolen, the member will be able to replace the lost or stolen picture pass at a cost of **\$10.00** for the first occurrence and **\$25.00** each subsequent occurrence per card.
 2. Property owners will be entitled to a day paper pass, once, after that all fees will be enforced.

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same assignment rules as in item 1. above. No member of the Family Lineage may receive more than one ID Pass.

3. Any individual or families that have established membership rights prior to May 22, 2004, will not be affected by these rule changes: they shall be "grandfathered". This grandfathering exception will automatically terminate at the earliest occurrence of
 - a. A "grandfathered" property's record owners are all deceased,
 - b. Upon any type of sale, or transfer of the "grandfathered" property,
 - c. On December 31, 2024.
- E. Replacing Passes
1. In the event an ID Pass is lost or stolen, the member will be able to replace the lost or stolen ID Pass at a cost established by a motion duly approved by the Board of Directors.
 2. Property owners will be entitled to a temporary ID Pass, once; after that, all fees will be enforced. Temporary ID Passes will not be issued for consecutive days.

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3. Paper passes will not be issued between the Friday after Thanksgiving and the Sunday after St. Patrick's Weekend.
4. Only deeded members can replace lost picture passes or secure paper passes.

F. Members in Arrears

1. Any member, or family member of a member in arrears, with dues or any other payment due to the POC, shall not be allowed to use any of the amenities, or facilities, with any form of pass until such time that the arrears are settled.
2. Members who are in arrears may be allowed to use the bar and restaurant.
3. Members in arrears may also ski at Big Bear providing that they pay full pass fees with no discounts allowed.
4. An administrative fee will be charged for anyone in arrears for dues.

G. Passes for Skiing/Snowboarding

1. The MMC property owner picture pass(s) must be updated annually, with a ski sticker, to allow it to be used for skiing/snowboarding.
2. The MMC property owner picture pass must be properly displayed at all times while skiing/snowboarding.
3. The MMC property owner picture pass is not transferable and is not to be used by anyone other than the cardholder.
4. Passes are not required for children under two, unless using the ski amenity. Proof of identity shall be required to show immediate family relationship.
5. Paper Passes are not issued during ski season.

H. Guest Passes

1. Guests of members must carry a guest pass, and follow any other identification policies at all times when using facilities.
2. A member with a picture pass must accompany their guests at each amenity.
3. Members will be responsible for the actions of their guests, tenants and invitees at all times.
4. Allocation of guest passes is defined in section V.D.8.
5. The use of one or all of the allocated guest passes will entitle the user to all of the amenities with the exception of skiing, horseback rides and the use of the Fitness Center which will incur an additional fee.
 - a. Each guest who wishes to ski will receive a **25%** discount for lift tickets.
 - b. For each guest who wishes to take a horseback ride:
 - i. Trail rides cost will be **\$22.00** per person/per one hour.
 - ii. Arena rides cost **\$11.00** per person/per half hour ride.
 - iii. Arena lead rides cost **\$6.00** per person for six loops

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3. **Temporary ID Passes** will not be issued during the ski season, which runs from the Friday after Thanksgiving until the Sunday after St. Patrick's Weekend.
4. Only **Record Owners and members of their Family Lineage** can replace lost **ID Passes** or secure **temporary passes**.

F. Members in Arrears

1. Any **Property Owner in arrears, including members of their Family Lineage**, with dues or any other payment due to the POC, shall not be allowed to use any of the amenities, or facilities, with any form of pass until such time that the arrears are settled.
2. Members who are in arrears may be allowed to use the bar and restaurant.
3. Members in arrears may also ski at Big Bear providing that they pay full pass fees with no discounts allowed.
4. An administrative fee will be charged for anyone in arrears for dues.

G. Passes for Skiing/Snowboarding

1. **A Lineage Pass must be validated annually according to published procedures** to allow it to be used for skiing/snowboarding.
2. **Validated ID Passes** must be properly **possessed and produced as requested** at all times while skiing/snowboarding.
3. **An ID Pass** is not transferable and is not to be used by anyone other than the **pass holder**.

H. Guest Passes

1. Guests of members must carry a guest pass, and follow any other identification policies at all times when using facilities.
2. A member **within the Family Lineage** with **an ID Pass** must accompany their guests at each amenity.
- ~~3. Members will be responsible for the actions of their guests, tenants and invitees at all times.~~
4. The use of one or all of the allocated Guest Passes will entitle the user to all of the amenities with the exception of skiing. **The Guest prices for skiing, including any potential discounts, as defined in the in-effect ski contract, are as posted by the ski operator.**

I. Day Passes

1. **If a property owner wishes to purchase additional passes over the number of allotted Guest Passes, Day Passes can be purchased at a cost as may be established by a motion duly approved by the Board of Directors.**

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- c. For each guest who wishes to use the Fitness Center, the cost will be **\$7.00** per day.
6. If a property owner wishes to purchase additional passes over the allotted four the cost will be as follows:
 7. Daily amenities fee will be **\$5.00** per person.
 8. Weekly amenities fee (seven consecutive days) will be **\$25.00** per person.
 9. Monthly amenities fee will be **\$75.00** per person.
 10. Additional passes will not be issued Memorial Day Weekend, Fourth of July Weekend and Labor Day Weekend.
- I. Renter's Passes (See Section II)

II. RENTING/LEASING YOUR HOME

- J. Renter's Passes
 1. All renters shall be entitled to eight rental passes based on the information submitted by the property owner renting the property.
 2. If needed, the renter shall be entitled to a maximum of four more passes at the cost of:
 - \$5.00** per day for each pass.
 - \$25.00** per week for each pass (seven consecutive days)
 - \$75.00** per month for each pass
 3. Each renter who wishes to use the stables will be charged the following fees:
 - Horseback trail ride, cost **\$22.00** per person/per one-hour trail ride.
 - Indoor or outdoor arena rides cost **\$11.00** per person/ per half hour ride.
 - Pony rides cost **\$6.00** for six loops.

III. RULES FOR RENTING / LEASING YOUR HOME

- E. Rental Standards.
 6. ID Passes

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2. Additional passes will not be issued Memorial Day Weekend, Fourth of July Weekend and Labor Day Weekend.
- J. Rental Passes (See Section III)
- K. Renter Operational Passes (See Section III)

II. RENTING/LEASING YOUR HOME

- ~~C. Renter's Passes~~
 - ~~1. All renters shall be entitled to eight rental passes based on the information submitted by the property owner renting the property.~~
 - ~~2. If needed, the renter shall be entitled to a maximum of four more passes at the cost of:
 - ~~\$5.00~~ per day for each pass.
 - ~~\$25.00~~ per week for each pass (seven consecutive days)
 - ~~\$75.00~~ per month for each pass~~
 - ~~3. Each renter who wishes to use the stables will be charged the following fees:
 - Horseback trail ride, cost ~~\$22.00~~ per person/per one hour trail ride.
 - Indoor or outdoor arena rides cost ~~\$11.00~~ per person/ per half hour ride.
 - Pony rides cost ~~\$6.00~~ for six loops.~~

III. RULES FOR RENTING / LEASING YOUR HOME

- E. Rental Standards.
 6. Rental Passes

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The existing regulations regarding ID Passes for renters as defined in the Rules and Regulations of Masthope stay in effect until a comprehensive ID Pass Policy has been decided by the Board of Directors.

IV. AMENITIES AND FACILITIES

- A. General Information – Rules and policies for all amenities, facilities, and services.
 - 1. A valid property owner’s picture pass or guest pass is required to utilize any Masthope amenity, facility, or service. The MMC property owner ID card is not transferable and is not to be used by anyone other than the cardholder. Penalties for ID Pass abuse include fines and revoking of amenity privileges. See Section I B.10 above.
 - 2. The POC may from time to time for the convenience of its members, implement various alternative means of property owner identification including, but not limited to hand stamping or colored wristbands.
 - 3. ...
- F. Sports Court Area & Game Equipment
 - 1. ...

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- a. Lineage Passes are not deactivated for the duration of a short-term rental. Lineage passes are deactivated for the duration of a long-term rental.
- b. Rental Passes permit access to Masthope’s facilities and amenities, with the exception of the ski facility.
- c. Masthope does not engage in administrative transactions with rental occupants. All Rental Passes need to be obtained through the member / rental property owner.
- d. Each rental property must maintain one Renter Operational Pass.
 - i. The Renter Operational Pass must be validated for each rental occupancy
 - ii. The pass is to be used with the compactor amenity. Rental occupants are required to use the compactor for proper garbage disposal.
 - iii. The Renter Operational Pass does not grant access to any other amenity.
- e. The number of Rental Passes available for the duration of each rental occupancy is limited by the lower number of
 - i. the number of renters registered for the rental, up to the occupancy limit of the property as determined by the STR Ordinance, or
 - ii. the Maximum Allocation of ID Passes.
- f. No additional purchase of Rental Passes is permitted.
- g. For short-term rentals only, the cost for Rental Passes, per day and per Rental ID Pass holder, is aligned to the cost of Day Passes for guests (see Section I – J 1.).

IV. AMENITIES AND FACILITIES

- A. General Information – Rules and policies for all amenities, facilities, and services.
 - 1. A valid ID Pass is required to utilize any Masthope amenity, facility, or service. The ID Pass is not transferable and is not to be used by anyone other than the cardholder. Penalties for ID Pass abuse include fines and revoking of amenity privileges. See Section I C 11, above.
 - 2. The POC may from time to time for the convenience of its members, implement various alternative means of property owner identification including, but not limited to hand stamping or colored wristbands.
 - 3. ...
- F. Sports Court Area & Game Equipment
 - 1. ...

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2. ...
 3. ...
 4. Submit a valid Property Owner's pass to borrow equipment.
 5. ..
- I. Fitness Center
1. ...
 2. ...
 3. ...
 4. ...
 5. Property Guests and renters will be charged a nominal fee to use the Fitness center.
- P. Stables
- Masthope Stables entrance is located on Westcolang Road. Masthope property owners are entitled to horseback riding free of charge. Fees apply for guests and renters. (See Fee and Fines schedule below).

IX.SKI BIG BEAR

- A. Overview
1. The MMC property owner ID card(s) must be updated annually.
 2. Snow tubing, ski equipment rentals and ski school are not included in the annual assessment.
 3. A signed waiver of liability is required as part of the update.
 4. All pass holders over the age of 18 must sign for themselves.
 5. Children under the age of 18 must have the waiver signed by a parent or legal guardian.
 6. Upon signing the waiver, the pass will be activated for skiing..
 7. The MMC property owner ID card must worn as per posted instructions.
 8. The MMC property owner ID card is not transferable and is not to be used by anyone other than the cardholder. Penalties for ID Pass abuse include fines and revoking of amenity privileges. See Section I B.10 above.
- B. Ski Rules
1. Passes not required for children under two, unless using the ski amenity. Proof of identity shall be required to show immediate family relationship.
 2. Paper Passes are not issued during ski season.
 3. Only property owners with updated passes will be allowed to use the ski facility.

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2. ...
 3. ...
 4. Submit a valid **ID Pass** to borrow equipment.
 5. ..
- I. Fitness Center
1. ...
 2. ...
 3. ...
 4. ...
 5. ~~Property Guests and renters will be charged a nominal fee to use the Fitness center.~~
- P. Stables
- Masthope Stables entrance is located on Westcolang Road. **All users of this amenity must obey posted rules and the instructions of staff. Horseback riding is not guaranteed and available only under suitable conditions of weather and health of animals, in the sole judgement of staff.**

IX.SKI BIG BEAR

- A. Overview
1. **Lineage Passes must be validated annually according to published procedures**
 2. Snow tubing, ski equipment rentals and ski school are not included in the annual assessment.
 3. A signed waiver of liability is required as part of the **validation**.
 4. All pass holders over the age of 18 must sign for themselves.
 5. Children under the age of 18 must have the waiver signed by a parent or legal guardian.
 6. Upon signing the waiver, the **ID Pass** will be activated for skiing.
 7. The **ID Pass** must be worn as per posted instructions.
 8. The **ID Pass** is not transferable and is not to be used by anyone other than the cardholder. Penalties for ID Pass abuse include fines and revoking of amenity privileges. See Section I C 11, above.
- B. Ski Rules
1. ~~Passes not required for children under two, unless using the ski amenity. Proof of identity shall be required to show immediate family relationship.~~
 2. ~~Paper Passes are not issued during ski season.~~
 3. **Property owners and members of their Family Lineage must have validated ID Passes to be allowed to use the ski facility.**