

Proposed August 2024 Minutes
Parking and Security Committee
Thursday, August 8th, 6:00 PM

1. Call to Order

- Meeting was called to order at 6:05 pm by Pat Labrada

2. Determination of quorum

- Quorum was determined. Parking and Security Committee attendees: Trevor Martineau, Bryce Tyner, and Rod Manson

3. Proof of notice of meeting

- Meeting details, including agenda, posted at the club house as well as emailed to all HOA members.

4. Approval of agenda

- Agenda approved by all committee members.

5. Approval of prior minutes

- Prior minutes approved by all committee members.

6. Discussion of Topics:

a. Selection of New Committee Chair

- All committee members approved selection of Trevor Martineau as the new committee chair for 2024. After discussion with board members, it was determined there was no interest expressed in the current Parking and Security Committee vacancy. The board approved the committee to continue operating in 2024 with just the current three board members. Bryce emphasized the need for the board to be understanding if scheduled meeting dates/times had to be altered, given work/travel/other obligations from committee members (i.e. all three members must be present in order to establish a quorum).

b. Scooter Parking/Removal Update

- Trevor and Pat confirmed successful removal of all derelict scooters on property. One final scooter was recently rolled into the maintenance shop area. If this remaining scooter is not claimed within 30 days, Pat will have the scooter removed/disposed of.
- Trevor emphasized the need for management to enforce parking decals for all scooters moving forward so we do not run into a similar situation in the future.

c. Painting of Leased Golf Course Spots Update

- Pat noted that a gentleman by the name of Eric is the manager of the golf course, with the person actually in charge a female by the name of Leslie.
- Pat stated he will contact Eric by Monday, August 12th, to discuss the logistics of getting these twelve spots painted. The committee emphasized the need to get this done before October/peak season to facilitate this project's completion. The committee stated that owners of any vehicle parked in these spots at the time of painting would be contacted. If they are out of town/not here for the season, the

corresponding spot's painting would be postponed until the resident arrives back on property.

d. Towing Contract Details

- Bryce emailed with Ashley Lopez (Anchor Towing) regarding the contract approved by the board. Ashley emailed a copy of the contract to be filled out.
- Recommendations approved regarding the contract details:
 - Four Anchor Towing signs to be purchased (at \$30/each) and placed in the community. One sign each will be displayed at the entrance and exits to the main gate entrance, with one additional sign each to be displayed at the entrance and exits to the Sanctuary. Pat is going to survey the community to see where existing Arnold's Towing signs are located and get a total count. Additional signs will be purchased for these locations (possibly smaller sized signs, versus the 2' x 1.5' signs provided by Anchor Towing).
 - "Roaming" towing will not be authorized (at least initially) for Anchor Towing. Towing will only be conducted at the request of designated KWGC representatives. Initially, Jackie (security team supervisor), Pat, Todd, and Robin will be the points of contact, should a vehicle need to be towed. Pat emphasized that one of these four points of contact should be reachable 24/7 by any security guard to get a vehicle towed, if necessary.

e. Parking Regulations, Enforcement, and Fines Update

- Bryce presented a list of proposed parking violations and repercussions. The committee unanimously approved sending these to the board for review.
- A lengthy discussion took place regarding the enforceability of these parking violations and repercussions. Enforcement will require at least one security guard at the gate at all times; otherwise, as an example, a visitor could claim they never received a visitor pass because there was no one at the gate to give them a pass when they arrived). Pat emphasized the current staffing model for the security guards is in a bit of disarray, mainly due to the inability to cover vacant shifts and find additional guards. He suggested looking into utilization of a private security company model, which would be responsible for all staffing. Pat will provide these details to the committee to review, with a possible follow-up meeting to be scheduled for any potential proposals. All of this would be reviewed before making any concrete recommendations to the board.
- Trevor and Pat emphasized the current QuickPass system should be reevaluated as well, both in terms of cost as well as "what we need it to do" in order to get successful enforceability of any parking violations. Pat is going to investigate other companies, with a possible follow-up meeting to be scheduled for any potential proposals. Once again, all of this would be reviewed before any concrete recommendations to the board. Pat is also going to look into our current contract with QuickPass, including any potential breaking contract fees.

f. Remaining 2024 Goals

- Given the lengthy discussion of enforceability of parking violations, this agenda item was tabled to the next meeting.

7. Member Input

- Trevor mentioned that oversized trucks are a big problem currently on Kestral, blocking some of traffic. This will be added to the agenda for the next meeting.
- Katie (attendee) expressed concern that a number of vehicles go the wrong traffic direction on Spoonbill/Kestral. Pat mentioned that “one way”/ “direction of traffic” signs will be placed on these roads for clarity. The committee will follow-up on this item at the next meeting to check on the status.
- Marilyn emphasized the need to “keep the Finance Committee in the loop” on any proposals we plan to present to the board (i.e. financial feasibility of any proposal).

8. Adjournment

- Meeting was adjourned at 7:40 pm. The next scheduled meeting is currently planned for Thursday, September 5th at 6:00 pm.