

**Proposed November 2024 Meeting Minutes**  
**Parking and Security Committee**  
**Thursday, November 7th, 6:00 PM**

**1. Call to Order**

- Trevor Martineau called the meeting to order at 6:02 pm.

**2. Determination of quorum**

- Committee members present: Rod Manson (in-person), Trevor Martineau (in-person), Bryce Tyner (via Zoom). Quorum determined.

**3. Proof of notice of meeting**

- Meeting details, including agenda, posted at the club house and 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. Island Security Services Status Update

- The contract with Island Security Services has been officially signed, with a December 1st start date. A certification class has been offered to the existing security guards and will take place on Saturday, November 16th. Five of the guards are planning to attend the class, one current guard is already certified, and at least one other guard has expressed interest in becoming certified, but cannot attend Saturday's scheduled class.

b. Additional Scooter Parking Update

- The additional parking slated for the last spot adjacent to the small pool on Whistling Duck has not been completed due to landscaping gravel currently in that spot. Pat will ask Danny if moving this gravel and denoting the additional scooter parking can be done by Thanksgiving.
- Trevor noted that the guards/management need to be cognizant of several scooters not having valid decals (at least three that he is aware of). As part of an action item for this meeting, an email will be drafted to all residents reminding them of the need to have valid parking passes, with December 1st being the initiation of enforceable violations (including fines and/or towing).

c. Spa Parking Spots

- The Committee agreed to propose to the Board the issuance of “green dot stickers” that will be placed under decals for Spa owners. As Marilyn (meeting attendee) pointed out, this should help “self police” residents who should be permitted to park in designated Spa spots. The committee agreed to at least initially make invalid parking in designated Spa spot areas not as a fineable/towable offense, and to see how the “self policing” works out through at least early 2025 and then reevaluate.
  - As an action item, Pat will verify how many Spa spots are covered, open parking, and get parking spots this week and get an inventory to the Committee and to the Board.
- d. “Pink Passes”/Long- vs. Short-term Visitors
- Clarification was made by Pat regarding “Pink Passes”. “Pink Passes” are an alternative to extended paper QuickPass issuances, and can be issued for 15-30 days (discretion of CAC Management). There is no limit to the number of “Pink Passes” to be issued to an owner. Vehicles issued “Pink Passes” can only park in designated guest parking spaces (the same for extended paper QuickPass tickets). Bryce will make sure all wording in the revised handbook will support these “Pink Pass” policies.
- e. Parking Regulations/Repercussions List Update
- As an action item to the meeting, the Committee will email the Board a final list of regulations/enforcement policies and recommend for approval. Once approved, these will be sent to CAC Management to forward to Island Security Services as well as the Fines and Violations committee. They will also be included into the revised KWGC Handbook and distributed to all HOA owners and property managers.
- f. HOA Vehicle/Parking Regulations Handbook Updates
- The Committee will finalize revisions to the KWGC Handbook regarding parking policies and forward to the Board for approval. Once approved, the revised KWGC Handbook will be distributed to all HOA owners and property managers.
  - The Committee agreed that it would be very difficult to enforce fines with short-term tenants of properties. In terms of enforceability of short-term tenants, Pat recommended forwarding fines to the homeowners/property managers for payment, who then could collect payment from these short-term renters on the backend.

## 7. Member Input

- Katie (in-person attendee) requested clarification on the current Handbook wording that every owner can only have up to two passes of any type (i.e. permanent or “Yellow Hanger”) for their four-wheel vehicles. After some discussion regarding part-time owners frequently visiting with rental cars, the Committee agreed that this should be reworded to specify that every owner can only have up to two passes of any type *on premise* at any given time.

Marilyn (remote attendee) requested feedback regarding changes to the budget possible

for 2025. She noted they already had taken into account not budgeting for a budget (i.e. Island Security Services will be providing their own security golf cart). The Committee also noted they would be revisiting the QuickPass contract in 2025, which may result in some cuts in spending at some point. As an action item, Bryce will contact Dave Hubbert to see if he can get a copy of the current QuickPass contract for review.

- Mark (remote attendee) expressed a concern that trucks have been frequently parking in the grass near the maintenance shed (maintenance staff and contractor trucks). As an action item, Pat will address this with both parties, emphasizing that even short-term parking of these vehicles needs to be in valid parking spots.

## **8. Adjournment**

- Meeting was adjourned at 6:52 pm. The next scheduled meeting is currently planned for Thursday, December 5th at 6:00 pm.