

PARKING MANAGEMENT/ENFORCEMENT

August 28, 2013

At the July Board meeting we discussed problems and concerns by homeowners regarding illegal parking within the community. Many suggestions were made – one of which was to print some sort of noticeable statement on guest/service passes in some manner to promote awareness of parking.

In looking at the guest pass management features offered in the *dwellingLIVE* software, we are limited in how much “customizing” can be done with the information appearing on our printed guest passes.

The following is a *guest pass sample* with the areas indicated where we have the capability to edit and change text on our passes. While the text is small and does not jump out at you, it does serve the purpose of first notification to the pass-holder as they enter the community:

- **Item #1:** **** PARK ONLY AT THE ADDRESS YOU ARE VISITING ****
This line can be edited and changed by Mgmt. The statement will automatically appear on ALL passes
- **Item #2:** (open text box) - this is exclusively for the homeowner to customize as they see fit to serve as notice to their guests – the text only appears on that home’s guest passes - this text box is not intended for access by Mgmt.
- **Item #3:** These three lines can be edited and customized by Mgmt. and the statements will appear on ALL printed guest passes automatically.

add: Pass must be visible at ALL TIMES

Capistrano Bay **GUEST**

AUG 28
Sun Mon Tue Wed Thu Fri Sat

License Plate #:

**** PARK ONLY AT THE ADDRESS YOU ARE VISITING ****

Guest of: **DON RUSSELL**
000 BEACH RD

Guest Name: **TEST**

Directions: Proceed straight on Beach Road. The address will be on the right side.

Issued by: J S
Issued: 8/28/2013 4:08 PM

THE SPEED LIMIT ON BEACH ROAD IS 15 MPH. YOUR SPONSOR IS RESPONSIBLE FOR YOUR CONDUCT WHILE ON BEACH ROAD. SPEEDERS WILL BE CITED AND ILLEGALLY PARKED CARS MAY BE TOWED. LOCK YOUR CAR - HIDE YOUR VALUABLES.

LOCK

Printed notification on guest/service passes is one method of providing awareness, although it is not an effective one. No one actually reads their passes and with the text so small, it goes unnoticed and while it may serve as a first notification we can't expect to see results.

A second method to increase awareness would be to have specific NO PARKING signs posted in all RR parking areas. These signs are printed in red, usually on a post about 7 feet high, the text on the sign refers to "VIOLATORS WILL BE TOWED." Below are samples of NO PARKING signs already posted in a few locations in the community:

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