

December 2024 Meeting
Parking and Security Committee
Thursday, December 5th, 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/Towing Contract Update

- Island Security Services officially took over security on Sunday, December 1st
- The committee approved the following people to be the updated list of authorized “towers” via Anchor Towing: Robin Mitchell (HOA President), Todd Brangers (CAC), Pat Labrada (CAC), Jackie Hoddinott (Island Security Services), and James Bogoeff (Island Security Services). As an action item, Bryce will contact Ashley with Anchor Towing to get the list of “towers” updated by next week.
- James (from Island Security Services) was formally introduced to the meeting. He stated a fax machine should be installed in the guard tower next week, so that reports can be sent to him at the conclusion of every shift. Jackie has been provided a company cell phone for communication with James as needed.
- James emphasized that active communication is needed regarding tagging cards. Every time a violation occurs, a picture will be taken of the tag, car/license, with documentation of where it is parked.
- James emphasized should tickets/fines be correctly handled, there should never require much towing.
- Trevor provided James a copy of our parking/regulations/violations/fines, which he will train enforcement on.

- The committee decided to give a 30 day window for Island Security Services to become familiar with the parking regulations and enforcement policies. This will also provide time for the updated handbook to be distributed to the community, with an enforcement date (including fines/towing) beginning Wednesday, January 1st. These recommendations will be provided to the board in writing prior to the next scheduled board meeting.
- b. Additional Scooter Parking Update
 - Todd stated that the final area of additional scooter parking (i.e. Whistling Duck adjacent to the pool) has been completed.
- c. Traffic Signage
 - Currently, when traffic in the Sanctuary is disrupted due to projects, such as paving or tree trimming, an A-frame whiteboard sign is currently being used to show the modified traffic pattern. Trevor (along with CAC) suggests a better signage system.
 - A solution involving solar powered signs was suggested. The committee agreed to look more into this, but recommending only signage that can be mobile with fully customizable messages. This will ensure it could be used for other functions, including “Slow Down”, “Stop at Guard Gate” and other uses.
 - TAPCO is one company that the committee will look into.
 - During the Member Input” portion of the meeting, Marilyn mentioned per the new HOA policies, we really need to post the signage on the website for companies to bid on the project. Bryce will contact Dave Hubbard (webmaster) to see the best way to go about this.
- d. 2024 Parking & Security Survey Results
 - Bryce provided a brief summary of the results for the 2024 Parking & Security Survey conducted earlier this year. Sixty-six responses were received for the survey. Among the hot topics: long-term parking concerns (i.e. snowbirds taking up premium parking spots when not there for extended periods of time), very little support for speed “read out” signs, enforcement of two parking permits per residence, QuickPass concerns, and the need for communicating/enforcement of all parking regulations.
 - Bryce will provide a comprehensive report in the next week or so to the committee and board, and will try to have these results also posted on the website for all owners to have the ability to view.
- e. QuickPass Contract
 - Bryce quickly reviewed our current contract with QuickPass, and it appears we only need to provide sixty days notice to end the contract. We could then continue to use their equipment for up to six months after the date of the notice (i.e. continuing to pay our usual monthly fees).
 - CAC/committee members expressed the need for all QuickPass data to be able to be exported and hopefully incorporated into any new potential system we investigate in 2025.
- f. Priorities for 2025

- Based on the survey results and comments from residents, the following will be top priorities of the committee in 2025: QuickPass alternatives, Island Security Services “manicuring”, Spa residence and Sanctuary parking regulations, long-term parking solutions, and potential contractor “frequent flyer passes”

7. Member Input

- Guy: thanks for your work; communication of changes most important (make sure everyone, including renters, get rules/regulations) Trevor: renter should bring homeowner attention to matter;
- Marilyn Brewer: Need for open parking communication and for security to “work on both ends”. We cannot be letting folks in without passes, then ticketing/fining/towing them. Everyone who enters needs a valid pass at all times (i.e. no exceptions).
- Paul Ciber: Are security guards CPR/first aid certified? James stated that they are not, but every guard has a certified license by the State of Florida to conduct security. This certification for security guards is not required by the state, but is required to work for Island Security Services. not cpr/first aid certified; required for James’ company

8. Adjournment

- Meeting was adjourned at 7:03 pm.