Memo

To:       Board of Directors & David Twiggs, COO

From:    Lesley Nalley, CFO

Date:   November 18, 2015

Re:       Motion - Approve Article 12, Complimentary Vehicle Decal Program

Motion
I move to approve the complimentary vehicle decal program, which defines who is eligible to receive complimentary vehicle decals, the maximum number allowed, and the penalty for misuse, to begin during the 2016 annual member renewal period.

Background
Given the pending assessment increase, staff recommended reductions in several miscellaneous fees one being this program. The Board’s adoption of the 2016 budget included a provision for property owners to receive up to two free decals for use on their personal vehicles and encourage the efficient movement of property owners through HSV’s maned gates. This fee reduction has a minor impact on the total 2016 budget and staff expect it to produce safety and efficiency, as well as improvements in member experience.

Don Schnipper has reviewed this policy, as requested by Director Atkins.
ARTICLE 12
COMPLIMENTARY VEHICLE DECAL PROGRAM

SECTION 1. PURPOSE: To define who is eligible to receive complimentary vehicle decals, the maximum number allowed, and the penalty for misuse.

The program is intended to support the spirit of Article, 1, Chapter 3 and encourage the safe and efficient movement of property owners’ vehicles through manned gates.

SECTION 2. AUTHORITY: The CFO shall oversee the annual procedures necessary to carry out and interpret this program.

SECTION 3. ELIGIBILITY: Existing property owners in good standing are eligible to receive up to two complimentary decals for use on their personal vehicle(s), upon POA registration of said vehicle(s) during the November through February annual renewal period.

No more than two complimentary decals will be issued to property owners, regardless of the number of properties owned.

When two or more property owners are listed on a single deed, only two complimentary decals between the individuals will be given. Additional decals may be purchased at the current fee ($5 for 2016).

SECTION 4. EXCLUSIONS: Workers, renters, assignees, vendors, dependents, family members, and other non-property owners do not qualify and will be charged their respective published fees.

New property owners that have not yet purchased their gate card, photo id, and decal bundled package will pay the current rate for these items ($15 for 2016).

SECTION 5. ENFORCEMENT: Due to safety concerns associated with misuse, property owners found to have provided their decal to another party will be required to purchase a replacement decal at the current worker & renter bundled rate ($35 for 2016) and will not be eligible for the complimentary renewal program the following year.

B.O.D. approval 11-18-15