

Residents and Friends of Harbour Village,

Your HOA Board has been reviewing the Parking Policy for Harbour Village and after Board review and input from residents at the last Board meeting on September 10th, the new parking policy was voted on and passed. The new policy will be effective September 24, 2024 with enforcement beginning November 1, 2024.

The Parking Policy has been substantially updated so the Board wanted to provide some background for the changes and a brief summary. The new policy is attached for your review.

### **Background**

There are two primary reasons why the policy was reviewed and amended: 1) The Board is looking for creative ways to generate additional revenue for the HOA without a special assessment, and 2) Residents and Renters are provided two parking spots per unit. There are some that regularly use more parking spots than allocated. Here's more detail...

### **Additional Revenue**

The Board has aggressively reviewed the revenue, expenses, and operating reserves for Harbour Village. While we've done a good job of stabilizing the financials, we are not adding to our depleted operating reserve. Our current reserve, as of August 2024, is \$163,313. This is equal to about 75 days of operating cash. The difficulty in expanding the reserve is the fact that the costs to maintain our property are rising at a faster rate than what we can increase the monthly HOA fees. According to the CC&Rs, we are able to increase the HOA fees a maximum of 5% each year. The cap on the rate increase was enacted in 1997. The fact is our operating expenses are growing much faster than 5%. So, we are faced with a choice...reduce services e.g. landscaping or pool maintenance or the other option is to generate additional revenue. The Board prefers to explore other revenue options before we consider a special assessment.

This is where the creativity comes in. The Board reviewed, voted, and passed on a new policy where a small portion of the Guest Parking will be converted to Reserved Parking. Residents now have the option to pay a fee to rent these limited number of Reserved spots. The revenue generated by the Reserved spots will be about \$550 a month or \$6,600 per year. The Board felt that the additional revenue earned is worth the reduction in Guest Parking spots.

All of the details of Reserved Parking rental are in the new policy...please take a look.

### **Two Parking Spots Per Condo Unit**

The Harbour Village CC&Rs call for each owner of a unit to be provided with two parking spots, either two spots in a covered carport or one garage that has two parking spots. Everyone has the same space allocated for parking. It has become apparent that some residents are using more than their two allocated spots. Some residents are parking their cars in guest parking and using their garage for storage. Other residents have more than two vehicles and use guest parking for their 3rd or 4th vehicles. The Board feels this is not fair or equitable for all residents as it reduces available space for guests/visitors.

Please review the attached Parking Policy for all the details.

### **Next Steps**

The new Parking Policy is effective September 24th. However, the enforcement of the new rules won't go into effect until November 1st, giving residents time to make the appropriate adjustments. Please review the new policy and if you rent your unit, be sure to share the policy with your tenants. If you are interested in a new Reserved Parking spot, please contact Debbie at Kinney Management.

If you have any comments, concerns, or additional suggestions for generating additional revenue for the HOA, please contact me at [James.r.vanvliet@gmail.com](mailto:James.r.vanvliet@gmail.com).

Best Regards,

Jim VanVliet - HOA Board  
Unit #138



## Harbour Village Parking (Revised September 24, 2024)

### **Rules and Regulations on Parking**

#### **RULE #15 – PARKING**

The owners/residents of each Unit are entitled to the use of two assigned covered parking spaces or one garage. The assignments for each unit are given at the time of purchase (see below in Attachment A). In addition to the assigned parking, there is an opportunity for a limited number of Residents to rent additional Reserved parking spaces for a fee established by the HOA Board. Reserved Parking space availability and fees can be found in Attachment B. As a reminder, Guest parking spaces are for short-term visitors and guests only and are not to be used by residents for parking. A map of Harbour Village parking can be found in Attachment C.

Guest parking spaces are intended for short-term parking by guests. They are not available to residents except for brief periods of time (ten to fifteen minutes) for loading or unloading a vehicle.

If you have a guest who will be parking in a guest space for more than 3 days, you must notify the Property Management Company's office and provide the license plate, make, and model of the car. In no event shall any visitor's vehicle be parked in a guest parking space for more than 2 weeks.

There shall be no parking at the curbs anywhere in the complex, other than those areas designated as guest parking (see above for rules about guest parking).

#### **Parking Violations**

If an owner/resident chooses to violate Rule #15, he/she is subject to the following actions: 1) A one-time written warning. 2) After a warning has been issued, if the violation occurs again, the vehicle may be booted. It will be the sole responsibility of the owner/resident to pay for the removal of the boot. 3) If the parking violation occurs a third time, the vehicle will be towed at the owner's expense.

Vehicles will be towed immediately (no warning) at the owner's expense if:

- Any vehicle blocking access for emergency or service vehicles.

NOTE: If owners/residents experience parking violations, residents should contact the Property Management Company.

#### **RULE #16 – PARKING, VEHICLE USAGE INFORMATION/ REQUIREMENTS**

All vehicles must be registered with the Property Management Company. See Attachment D.

The maximum speed limit in Harbour Village is always 10mph. Use caution when in garage areas. The lack of visibility from our garages requires due diligence.

The entrance to Harbour Village is a traffic circle. As such, the rules controlling traffic entering and within traffic circles apply. Traffic already in any part of the circle has the right-of-way relative to traffic entering the circle. All traffic travels counterclockwise around the circle. Traffic shall not cut across the circle or travel clockwise around any part of the circle.

Container units, aka PODs are not permitted on the premises under any circumstances.

No parking space, including garages or common areas, may be used for changing oil or repairing a vehicle.

Storage or parking of campers, trailers, recreational vehicles, or boats that are visible from neighboring properties is prohibited except for brief periods of loading and unloading. Storage of any kind in the carport areas is prohibited.

No construction vehicle, machinery, or equipment of any kind shall be kept or placed on any property or street except as is usual in connection with construction in progress.

If your Unit was assigned a garage, the owner is responsible for all maintenance on the inside of the garage. This includes repairs and replacement of doors, walls, openers, and locks. The replacements of garage doors require Board approval. If the Board determines that a garage door is in poor condition and needs to be replaced, the Property Management Company shall send a letter to the owner of that garage.

The charging of electrical vehicles using a power source belonging to the Homeowners Association is strictly prohibited.

These rules do not replace or supersede existing rules on the subject of motor vehicles, parking, and uses of Common Areas, as contained in the CC&R's of Harbour Village, but are a supplement thereto. The Board reserves the right to amend the foregoing or to make such further rules respecting parking and motor vehicles and to enforce compliance with same, as may be deemed necessary for the proper operation, safety, security, and occupancy of Harbour Village.

**ATTACHMENT A**

**Assigned Parking Space Allocation by Unit**

<b>Building #</b>	<b>Unit #</b>	<b>Space #1</b>	<b>Space #2</b>
1	137	8-1	8-2
1	237	7-1	7-2
1	138	5-1	5-2
1	238	6-1	6-2
1	139	3-1	3-2
1	239	4-1	4-2
1	140	1-1	1-2
1	240	2-1	2-2
2	133	13-1	13-2
2	233	14-1	14-2
2	134	11-1	11-2
2	234	12-1	12-2
2	135	10-1	10-2
2	235	9-1	9-2
2	136	15-1	15-2
2	236	16-1	16-2
3	129	23-1	23-2
3	229	24-1	24-2
3	130	21-1	21-2
3	230	22-1	22-2
3	131	19-1	19-2
3	231	20-1	20-2
3	132	17-1	17-2
3	232	18-1	18-2
4	125	73	73

4	225	74	74
4	126	75	75
4	226	78	78
4	127	77	77
4	227	76	76
4	128	79	79
4	228	80	80
5	121	65	65
5	221	66	66
5	122	67	67
5	222	68	68
5	123	69	69
5	223	70	70
5	124	71	71
5	224	72	72
6	117	61	61
6	217	58	58
6	118	59	59
6	218	60	60
6	119	57	57
6	219	62	62
6	120	63	63
6	220	64	64
7	113	49	49
7	213	50	50
7	114	56	56
7	214	51	51
7	115	54	54
7	215	55	55

7	116	53	53
7	216	52	52
8	109	45	45
8	209	42	42
8	110	47	47
8	210	41	41
8	111	43	43
8	211	44	44
8	112	HO	HO
8	212	46	46
9	105	24	24
9	205	32	32
9	106	30	30
9	206	29	29
9	107	27	27
9	207	28	28
9	108	25	25
9	208	26	26
10	101	40	40
10	201	38	38
10	102	37	37
10	202	31	31
10	103	36	36
10	203	39	39
10	104	34	34
10	204	35	35-3

**ATTACHMENT B**

**Reserved Parking**

There is an opportunity to acquire additional parking by renting a Reserved Parking space from the Homeowners Association. Below are the spaces available and the fees. Spaces are available on a first-come first-served basis.

<b>Space #</b>	<b>Type</b>	<b>Monthly Fee</b>
48	Garage	\$150
33-1	Covered	\$100
33-2	Covered	\$100
Next to 80	Covered	\$100
Next to 9-1	Open	\$100

Fees for the Reserved Parking space must be kept current, or the user will relinquish the Reserved Space.

Apply for Reserved Parking with the Property Management Company. If space is available, your request will be processed. If there are no Reserved Parking spaces available, the Property Management Company will maintain a waiting list based upon the date of application.

ATTACHMENT C

Parking Map





Vehicle Registration Form

## HARBOUR VILLAGE HOA VEHICLE REGISTRATION

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

UNIT: \_\_\_\_\_ GARAGE #: \_\_\_\_\_ IF NO GARAGE # ON CURB: \_\_\_\_\_

VEHICLE #1 MAKE: \_\_\_\_\_

VEHICLE #1 MODEL: \_\_\_\_\_

LICENSE PLATE VEHICLE #1: \_\_\_\_\_

VEHICLE #2 MAKE: \_\_\_\_\_

VEHICLE #2 MODEL: \_\_\_\_\_

LICENSE PLATE VEHICLE #2: \_\_\_\_\_

ADDITIONAL VEHICLES: \_\_\_\_\_

PLEASE ALSO INDICATE WHETHER THE VEHICLE BELONGS TO YOU OR TO SOMEONE YOU HAVE AGREED TO LET USE YOUR PARKING SPACE.

IF THERE ARE ANY CHANGES TO THIS INFORMATION, IT IS THE RESPONSIBILITY OF THE OWNER TO NOTIFY THE MANAGEMENT COMPANY.

ONCE COMPLETED, PLEASE RETURN TO MANAGEMENT COMPANY VIA EMAIL AT [debbie@kinneymanagement.com](mailto:debbie@kinneymanagement.com). YOU CAN ALSO MAIL OR DROP OFF TO KINNEY MANAGEMENT SERVICES 6303 S RURAL ROAD, TEMPE AZ 85283. THANK YOU.

## **ATTACHMENT E**

### **Current CC&Rs on Parking**

8. Parking. Each Condominium shall have the right to the exclusive use of two parking spaces on the parcel in which such Condominium is located, the location of which shall be determined and assigned by the Association. Such parking rights are appurtenant to each Owner's ownership of his Condominium and cannot be separated from such ownership. The Association may, but shall not be required to, record an instrument by which specific parking spaces are assigned to the Condominiums. The Board shall have full authority to operate, manage and use for and on behalf of all Owners the unassigned parking spaces situated on the Parcel. A plat of survey showing the location of all parking spaces located on Parcel 1 is attached hereto as Exhibit "D." If, when and at such time as Parcel 2 becomes part of the Development by recordation of a certificate in accordance with the provisions of paragraph 6 above, a plat survey showing the location of all parking spaces located on the parcel shall be attached as an exhibit to such certificate.