

**WEXFORD CONSERVANCY
RESOLUTION 2022-02
PARKING COMMITTEE CHARTER**

WHEREAS, the Board of Trustees believes that it is in the Association's best interest to utilize volunteer members to assist the Management company ("Management") in addressing and resolving parking issues within the community; and

WHEREAS, several members of the Wexford Conservancy Homeowners Association ("Association") have expressed a desire to serve on a parking committee for the community; and

WHEREAS, Article VI Section 8. (i) of the Bylaws grants the Board of Trustees the power to appoint the committees deemed necessary or helpful; and

IT IS THEREFORE RESOLVED that the Board of Trustees of the Association hereby establishes the Wexford Conservancy Parking Committee ("Parking Committee") pursuant to this Charter as follows:

1. Purpose

The purpose of the Parking Committee shall be

- a. To inspect the parking areas within the community
- b. To report parking issues and maintenance needs to Management
- c. To provide evidence of violations of the Parking Rules to Management

2. Members

The Parking Committee shall consist solely of Wexford homeowners. Members are appointed by the Board of Trustees on an as-needed basis.

Members shall be bound by the following Code of Ethics:

- a. A member shall obey association rules and set a positive example for others.
- b. A member shall not knowingly misrepresent any facts to Management.
- c. A member shall not solicit or accept, directly or indirectly, any gifts, gratuity, favor, entertainment, loan, or any other thing of monetary value from a person who is seeking to obtain favorable treatment.
- d. A member shall not receive any compensation from the Association.
- e. A member shall not share any personal or sensitive information with anyone outside the Management and Board of Trustees

3. Meetings

The Parking Committee shall hold any and all meetings in accordance with the Article X of the Bylaws.

4. Annual Inspection of Property

The Parking Committee shall conduct inspections of the parking areas once a year, at a minimum, to determine the condition of those areas and whether any repair or maintenance is required. Findings shall be submitted to Management within one week of the inspection for review by the Board of Trustees.

5. Reports of Violations

Members shall submit reports of parking regulation violations to Management on an as-needed basis. These reports shall consist of the following:

- a. Date and time
- b. Street name
- c. Parking spot identification as noted on the community map
- d. License plate details
- e. Address or lot number noted on Visitor Pass (if present)
- f. Wexford sticker number (if present)
- g. A picture clearly showing the license plate (if present) and parking space street marking (i.e. "VISITOR" or "OVERFLOW" or space number)
- h. A picture clearly showing the license plate (if present) and Wexford sticker (if present)
- i. A picture clearly showing the Wexford sticker (if present)

6. Authorization

The Parking Committee shall have no authority to direct the Association's vendors to take any action. Only the Board of Trustees or Management may direct vendors to act on behalf of the Association.

All communication concerning parking issues should be directed to Management. Any communications received by the Parking Committee shall be forwarded to Management.

7. Amendment/Revocation

This Parking Committee Charter may be amended by the Board of Trustees at any time.


8. Association Documentation

Management shall provide the Parking Committee with maps and documents associated with fulfilling the duties of the committee.

I hereby certify that the foregoing Parking Committee Charter was duly adopted by the Board of Trustees of the Wexford Conservancy, this 17th day of March, 2022. This Charter shall supersede and replace all previously adopted charters concerning the Parking Committee.

This Resolution will become effective 17 March, 2022.

WEXFORD CONSERVANCY

By:  3/21/2022
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Robert Hoover, President
Board of Trustees

Motion to Accept:

Bill Kersey

Motion to second:

Jamilya McAllister

Vote to Accept:

Bill Kersey

Jamilya McAllister

Lenore Boissiere

Robert Hoover