

University Park Homeowners Association
4454 Bluffton Park Crescent, Suite 107
Bluffton, SC 29910
Phone 843.605.4244 ext. 52712
Email kmccaw@sentrymgmt.com



February 1, 2019

Dear University Park Homeowner,

Happy New Year! As you were previously informed, the Board of Directors has decided to implement a parking decal system for 1-security purposes, and to 2-control traffic flow in and out of our community. Parking decals is one of the many steps that the board is taking to ensure a safe environment for our residents, to protect our children in our common areas, as well as protect our investments. We have selected the Parking Boss decal system to accomplish these goals. Parking Boss has had great success in helping other communities in the Bluffton-Hilton Head area to control both their traffic and parking concerns.

As your Board of Directors, we have decided that it is best to phase in the decal system and parking enforcement simultaneously. Please bear with us as our goal is to create a win-win situation between 1-accommodating the needs of our residents, and 2-ensuring the safety of our community. As fellow homeowners we are also working hard to uphold our property values as well as the general aesthetics of the neighborhood.

The parking decal packets will be available at our Sentry office in Bluffton. To streamline the process, we have decided to divide the neighborhood into streets or groups of streets. Each street/group will be assigned a time frame when they can call/e-mail our Community Manager, Kalen McCaw, at our Sentry Bluffton location to pick up their packet which will contain decals and instructions on how to use them. Non-resident homeowners can arrange with Kalen to have your packet with decals mailed to you. Owners, if you have a tenant(s) we ask that you please provide all required information to your tenant(s) so that all residents remain in compliance with this system. If for any reason, you are not available to obtain your parking decal package from Sentry during your designated time for your street, please call Kalen at Sentry in advance to make arrangements for pickup.

Schedule for decal packet pickup:

- **2/4 thru 2/15 University Parkway**
- **2/18 thru 2/22 College Park Circle & Columbia Lane**
- **2/25 thru 3/1 Student Union Blvd & Park Blvd & Lake Park Way**
- **3/4 thru 3/8 Southside Parkway, Westwater Lane & Eastwater Lane**
- **3/11 thru 3/15 Campus Lane, College Lane & Park Side Way**

Please bring with you a recent utility bill (within 30 days)/driver's license or a signed lease/rental agreement for proof of residency.

NO DECALS WILL BE ISSUED WITHOUT PROPER DOCUMENTATION.

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Your decal packet will explain all the details for you, your family members and guests to successfully use the Parking Boss decal system. Please keep in mind that each household is allowed up to four decals. These four decals will be assigned to your property address. The first two decals will be free to all residents while the remaining two decals are at a cost of \$10 each per year. This \$10 fee will be rolled back into the cost of a yearly membership with Parking Boss. If you are a homeowner who rents to tenants that require up to two additional decals, you may 1-pay for the decals yourself and provide directly to your tenant(s), or 2-your tenant may purchase and pick up the decal(s) from Kalen at Sentry, but they must provide a signed lease/rental agreement with their name on it. It is your sole responsibility as a homeowner and landlord to make sure your tenants have what they need to suit their parking needs.

After all residents have successfully obtained their decals (and they are placed on the designated spot on each vehicle per parking decal package instructions) we will begin strict enforcement with the help of our security team. Everyone driving in and out of University Park will either be a resident with a valid decal or a registered guest.

The final parking decal implementation date will occur April 1, 2019. If you are pulled over in University Park without a decal displayed on your vehicle on or after this date, you may be asked to either provide proof of decal or you may be asked to leave our community. Anyone not having a decal displayed will be considered trespassing, may be ticketed, and may be asked to leave the community. Please be mindful of the fact that we are a private residential community and we will uphold these rules for the safety of our residents.

At this time, we ask all residents to 1-comply with obtaining your packet during your designated time frame noted above, and 2-follow the instructions per the parking decal packet from Parking Boss.

We thank you kindly in advance as we strive to keep University Park a safe and family friendly community.

Warmest Regards,

Raina A. Kearney
Vice President, University Park HOA
On Behalf of the Board of Directors