

**Summary and Action Items from**  
**April 15, 2019, Safety and Security Committee Meeting**

**Project updates and action items:**

1. **Notice about limited common area trees/shrubs damaging roofs and fences:** Follow-up notice distributed to homeowners on April 11 in newsletter; survey mid-May to determine need for warning.
2. **Pool rules enforcement:** Procedure for reporting violations—previously approved by the Board—distributed to homeowners on April 11 in 1Q 2019 newsletter.
3. **Trip and fall hazards in community:** Upraised/uneven concrete hazards are liability risks for HOA (common areas) and homeowners (limited common areas). Maintenance will obtain information and cost estimates from contractors: inquiries underway.
4. **Fire code compliance:** Millbrook fire-lane paint touch-up ongoing per maintenance priorities/workload.
5. **Low cost, easy-to-install security cameras and motion-activated lights for limited common areas:** Information distributed to homeowners on April 11 in 1Q 2019 newsletter:
6. **Trim shrubs away from garage exterior lights to increase common area lighting; remove common-area junipers:** Trimming and juniper removals completed; Landscaping & Architecture Committee to research shrubs to replace junipers: DM to check with L&A committee chairman Peter Hunt.
7. **Installations of battery-powered, motion-activated lights in dark common-area walkways/paths between rear patios and at ends of streets:** Initial test installs in Feb/Mar OK so far; will continue testing battery life to determine annual battery replacement costs.
8. **Replacement of yellow with brighter, white carriage lights on garage exteriors and entryways:** ongoing per homeowner requests; positive feedback: brighter and cleaner looking.

**New Agenda item discussed: Project to improve parking rules**

The committee will review, evaluate and revise—as needed—parking rules and submit recommended revisions and supporting rationale to the board for consideration.

During this first project meeting, the committee adopted ground rules/guidelines: discussions are to be open, objective, impersonal and non-adversarial; no pre-conceived notions, personal bias or self-interest; common sense required; comments/suggestions—positive and critical—must be well-reasoned; rights and interests of the Association—at least the great majority of homeowners—are to be protected/maintained and enhanced.

A summary of the committee's discussions, concerns and initial suggestions appear on the attached page.

**Tabled/On Hold:** For details, see prior agendas and summaries.

1. New entry/access system for pool: tabled at April 10 board meeting.
2. Questionnaire about homeowners' interest in Parkwood as gated community via electronic security gates at Millbrook entrances: tabled at April 10 board meeting
3. Security patrol service: discussion/consideration tabled by committee.
4. Fire hazard potential of undeveloped lot at Baker/Redfield: further discussion tabled at Dec. 17, 2018, committee meeting.
5. Replacements for garage side doors: Effective options like steel doors appear cost-prohibitive; since issue is not a priority with any homeowners, committee tabled at Feb. 25 meeting.

**The next meeting is scheduled for 5 pm on Tuesday, April 30, in the clubhouse. A meeting agenda will be posted prior to the meeting.**

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**Project to improve parking rules:** Initial comments, suggestions, reasoning and concerns:

- Per 3.2.1, common practice in Parkwood is that the great majority of homeowners/residents park their vehicles in their garages. But from time to time they may need parking for guests, so each unit should have one parking permit. There are 112 units in Parkwood, so allowing one permit per unit is consistent with the approximately 113 or so marked parking spaces throughout the community. Reducing the number of permits from the two currently allowed per unit to one per unit would take a step away from using streets for parking and toward using garages instead; the idea being that street parking should be for guests/visitors.
- For homeowners/residents who wish an exemption from the common practice in Parkwood of using garages for parking vehicles, one additional parking permit should be allowed. In return for being granted an exemption, an annual fee of \$120 should be imposed. The fee would partially compensate the Association for increased wear and tear on the streets and be applied toward expenses for street maintenance.
- Each parking permit should allow a vehicle to park in a marked parking space for up to 72 hours. The parking time limit would be intended to reduce occurrences of permanent parking on the streets and permanent parking in the same space on a street; both of which run counter to the rule and common practice of using garages for parking vehicles.
- Visitor/guest vehicles should be able to park for up to 24 hours without a parking permit. This time limit would be intended to accommodate short-term parking; for example, for healthcare providers or friends stopping by for lunch or to deliver a package.
- Currently, parking rules specifically include only towing as recourse for handling parking rules violations. However, elsewhere in Parkwood's rules and regulations, fines may be imposed, in general, for violations of governing documents. Language about paying fines for violating parking rules should be added to parking rules to provide full disclosure and a warning to would-be violators. For further discussion: which fine procedure to use, amounts of first and subsequent fines, and other penalties.

**Note:** Suggestions for new rules, suggestions for changes in rules, and supporting rationale are open to, and subject to, further questions, critique, discussion and revisions.

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