

Summary and Action Items from
January 3, 2020, Safety and Security Committee Meeting

Safety and security projects—No discussion; awaiting responses, updates, further action.

1. **Limited common area trees/shrubs overhanging, damaging or threatening damage to common-area structures, public facilities:** Per board Oct. 9, Equus property manager will handle notices and compliance. Committee has twice requested update. To date, no response from Equus.
2. **Notice of violation and fine without time to cure:** New language (re: 1b) submitted Nov. 17 to board to be added to rewrite of existing violation policy; board to submit all for legal review. Committee has twice requested update. To date, no response from board.
3. **Fine schedule:** Proposed schedule (\$25, \$50, \$100) sent Oct. 30 to property manager; full language re amounts and guidelines sent Nov. 17 to Equus property manager and board. Committee has twice requested update. To date, no response from Equus or board.
4. **Trip and fall hazards in community: upraised/uneven concrete hazards (liability risks for HOA and homeowners).** Board approved annual survey and work; interim requests from homeowners will be handled as needed. RFP should be on July 2020 board meeting agenda.
5. **Recent security incidents—stolen vehicle and prowler:** Board approved coordination of communications procedures between Equus and Tim York for web sites, emails. Etc. Committee will follow up with parties.

Parking rules project—Topics discussed and action items:

1. **Parking permits for vehicles parked in Parkwood:** Draft new language—two parking permits per unit, all parked vehicles must have a permit, permit required to park on streets, in driveways, on garage aprons, for guests parking. Reason: To address homeowner concerns that numerous vehicles parked outside are harmful to Parkwood's appearance and home values, may invite crime; vehicles should be parked in garages.
2. **Limit parking in one street space to 72 hours:** Draft new language. Reason: To address homeowner concerns with vehicles parked ("stored") in the same street space "forever."
3. **Towing:** To assure board, homeowners/residents understand procedures for, and financial implications of, towing vehicles, Milne tentatively to present information and hold Q&A at the February, 2020 board meeting. Committee has requested update from Equus property manager. To date, no response from Equus.
4. **Results of homeowner survey about parking concerns:** Committee has twice submitted draft of cover letter to board for approval or comments. To date, response from one board member only. Purpose: To inform homeowners of survey results and major issues to be addressed by new rules; offer homeowners opportunity to participate in drafting of new/revised parking rules.
5. **Response to homeowner concern:** Draft new language to prohibit parking of vehicles carrying unsightly contents. Reason: To address homeowner concerns that trashy/junky contents in vehicles parked outside are harmful to Parkwood's appearance and home values; may pose threat to health, safety welfare of residents. .
6. **Draft of new/revised Section 3 (Street and Parking Areas):** Incorporate above new rules, including Milne towing services, procedures. Awaiting homeowner input about results of survey and committee's proposed new rules, including further homeowner participation in developing, drafting new/revised rules.

Ongoing projects—No discussion.

1. **Installations of battery-powered, motion-activated lights in dark common-area walkways/paths between rear patios and at ends of streets:** If homeowners see dark common areas that may benefit from motion-activated lights, please submit a work order to Maintenance Department for consideration.
2. **Replace yellow lights with brighter, white carriage lights on garage exteriors and entryways:** Ongoing via homeowner requests; to-date, approximately two-thirds has been replaced.
3. **Fire code compliance:** Millbrook fire-lane paint touch-up ongoing per maintenance priorities/workload.

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

The next committee meeting is scheduled for 5 pm on Wednesday, February 5, 2020, in the clubhouse. An agenda will be posted prior to the meeting.

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