

Merge Safety Advisory into the Building and Grounds Committee

ISSUE:

As of Oct. 2021, the Safety Advisory Committee had five members. In preparation of the Nov. organizational meetings to name committee leaders, the current co-chairs asked for nominees. Unfortunately, no one stepped up to lead the committee. The co-chairs then attended the Building & Grounds Committee meeting to revisit conversations to merge with the Building and Grounds Committee, since the two committee charters often operate in parallel and/or overlap.

BACKGROUND:

Over the past three years, the Safety Advisory Committee has been instrumental in recommending many safety-related improvements within the LHCC community. Some of these accomplishments include traffic calming and speed reduction initiatives; implementing a one-way flow of traffic for the annual July 3 celebration; and successfully guiding the LHCC Board's selection of a new security services provider for 2022-2025. However, after three years of leading the committee, the co-chairs are ready to serve the community in new ways.

RECOMMENDATION:

The Safety Advisory Committee requests that the Board approve the merger of the committee with Building and Grounds. No sub committee will be formed to avoid unnecessary parliamentary procedures, rather, all safety-related recommendations and research will be brought forth by the Building and Grounds Committee.

Modify and update the committee Purpose and Responsibilities, per the recommended updates, as follows:

Current Purpose and Responsibilities – Safety Advisory Committee:

Purpose: The Safety Advisory Committee consults with the Board of Directors, General Manager, and other committees to initiate ideas and recommendations that when implemented, can enhance the safety of Lake Holiday community roadways, perimeters and common areas.

Responsibilities:

- Elevate awareness of the Lake Holiday rules, regulations, policies, protocols, and enforcement methodologies.
- Leverage information collected from existing and/or new technologies to make data-driven recommendations (e.g., electronic speed monitoring, etc.)
- Research, investigate and obtain project and cost information for proposed safety-related technologies and methodologies.
- Advise the Board of Directors and General Manager about the need to address certain activities or areas of concern.
- Partner with the Master Planning Committee to develop community operating procedures for incident response, emergency evacuation preparation and ensure safety is considered in community modifications.
- Communicate emergency evacuation routes, special event traffic protocol and promote CERT and other life-saving courses provided by the Frederick County law enforcement, fire and EMS.

Current Purpose and Responsibilities – Building & Grounds Committee:

BUILDINGS & GROUNDS COMMITTEE

PURPOSE: The Buildings and Grounds Committee, in consultation with the General Manager, shall provide recommendations to the Board of Directors upon their request or initiate ideas that require Board approval for implementation concerning improvements and repair to association existing/proposed amenities and structure on common area.

RESPONSIBILITIES:

Research, investigate and obtains project and cost information for purposed improvements and repairs to common area amenities and structures.

Aids in the planning process of implementing proposed improvements approved by the Board of Directors.

Plans and proposes ideas to promote preservation of the environment.

Proposed Modification to the Purpose and Responsibilities of the B&G Committee to include Safety:

BUILDINGS & GROUNDS COMMITTEE

PURPOSE: The Buildings and Grounds Committee, in consultation with the General Manager, shall provide recommendations to the Board of Directors upon their request or initiate ideas that require Board approval to implement improvements, address safety concerns and repair existing/proposed amenities and structures that are part of LHCC's common areas.

RESPONSIBILITIES:

Research, investigate and obtain project and cost information for proposed improvements and repairs of common area amenities and structures, and ensure safety is considered in community modifications.

Aid in the planning process of implementing proposed improvements and any technologies and methodologies that require approval by the Board of Directors.

Communicate emergency evacuation routes, and develop community operating procedures, such as special event traffic protocols, etc.

Plan and propose ideas to promote preservation of the environment.

Updates to Documentation Required:

[Committees | Lake Holiday \(lakeholidaycc.org\)](#)

[PRP-12-Committees-V18-2020.01.22-1.pdf \(lakeholidaycc.org\)](#)

Dissolve the following email addresses:

Chairperson email: chairsc@lakeholidaycc.org

Committee email: safetyadvisorycommittee@lakeholidaycc.org

BUDGET: Not Applicable

PROPOSED MOTION(S) or ACTION(S):

Move to accept the Safety Advisory Committee recommendation and approve the consolidation of the Safety Advisory Committee to function as one under the Building and Grounds Committee; and approve the applicable document modifications.

SPONSORS: Darrell and Cathy Melcher, Safety Advisory Committee Co-Chairs