



Access Control/Community Patrol Committee Charter

As appointed and approved by the DC Ranch Association Board of Directors (Board), the Access Control/Community Patrol Committee is hereby formed with the following:

- I. **General Purpose:** The mission of the Access Control/Community Patrol Committee is to aid in the review and recommendations on various community concerns such as, but not limited to, enhanced or improvement of scope of services offered by the Association's third-party vendor, camera technology improvements and locations, community speed limits, speed deterrent alternatives, reduction of motorized vehicles on paths, member accountability on standards, and emergency preparedness.
- II. **Leadership and Membership:**
 - a. The Access Control/Community Patrol Committee Chair shall:
 - Be a member of the Board.
 - Preside over Committee proceedings and, upon consulting with Committee members and staff, coordinate meeting schedules, agenda and assign tasks and responsibilities.
 - Provide a written and verbal report of the Committee's activities at all meetings of the Board.
 - b. Membership of the Committee shall be comprised of:
 - No more than 10 members not including the Chair or other board members.
 - There will be a minimum of five non-Board Member residents, at least one member representing each of the four Villages, and a sub-association.
 - Staff members will also serve on this committee but will not be in the count of ten members.
- III. **Guidelines:** The Committee:
 - a. Shall serve at the pleasure of the Board; appointed by the Board.
 - b. Shall help determine what improvements or additions, if any, need to be made to the scope of services within the third-party contract.
 - c. Shall provide a written recommendation to the Executive Director to be reviewed and evaluation by the Board of Directors.

- d. May be privileged to information that should be held confidential and shared only within the Committee and the Board.
- IV. **Meetings:** The Committee will meet as needed and at the times and dates determined most appropriate by the Committee Chair.
- V. **Authority:** The Committee is authorized to seek community input regarding matters of community concerns and to make recommended changes to the scope of services provided by a third-party vendor, or other recommendations as needed. The Committee does not have decision making authority regarding changes in scope or services or selection of the provider. The Committee does not have spending authority to carry out its duties.
- VI. **Relationship to Staff:** Though not members of the Committee, the Executive Director, and a minimum of one other staff member shall attend all Committee Meetings as management liaisons. Staff shall be available to the committee for assistance, but individual committee members shall not make direct requests of any staff member. The owner, as well as the Account Manager, of Anderson Security shall also attend the committee meetings.