

CHARTER

CIVIC AFFAIRS COMMITTEE

SAWMILL LAKES MAINTENANCE ASSOCIATION, INC.

WHEREAS, the Board of Directors has determined that the best interests of the Association would be served if certain of the Association's contacts, liaison with, and participation in organizations outside of the Sawmill Lakes community be supervised by a committee of the Members; and

WHEREAS, the Board of Directors within their authority has the responsibility to establish such committees and charge those committees with duties and responsibilities; and,

NOW, THEREFORE, LET IT BE RESOLVED that there shall be a standing committee chartered as the Civic Affairs Committee. This Committee shall provide contact, liaison, monitoring, representation, and information-gathering functions with outside organizations, as assigned by the Board of Directors, and shall have the following responsibilities and authority:

- 1) The Committee shall establish membership and routine participation in organizations of particular interest to the Members and Board of Directors, such as the St. John's Roundtable, Ponte Vedra Beaches Coalition and the Palm Valley Community Association. Membership in such outside organizations shall be recommended by the Committee to the Board of Directors and shall be subject to approval by the Board of Directors.
- 2) The Committee shall arrange to have a representative attend such meetings of Governmental entities as are necessary to keep the Committee and the Board of Directors fully informed of issues of interest to the Sawmill Lakes Community. Such entities would include, but not be confined to, the St. Johns Board of County Commissioners, the St. Johns Planning and Zoning Agency, the Overlay District (Ponte Vedra) Architectural Review Committee, and the St. Johns County Water and Sewer Authority.
- 3) The Board of Directors will be promptly informed of the results of all contacts and meetings. Recommendations will be provided by the Committee to the Board of Directors for future contacts and/or action.

4) Upon specific instruction of the Board of Directors, the Committee shall undertake to represent the interests of the Sawmill Lakes Maintenance Association, Inc., and its members to outside entities or groups for specified issues, but *only* in accordance with the direction of the Board of Directors.

5) The Committee shall consist of at least three (3) Association Members. One (1) will serve as Chairperson and one (1) as Secretary to the Committee.

6) The Committee shall perform its duties in accordance with the provisions of the resolution of "Committees Generally".

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**CHARTER**

**SECURITY AND SAFETY COMMITTEE**

**SAWMILL LAKES MAINTENANCE ASSOCIATION, INC.**

WHEREAS, the Board of Directors has determined that the best interests of the Association and its members would be served if certain of the Association's security activities were supervised by a committee of the members; and,

WHEREAS, the Board of Directors within their authority has the responsibility to establish such committees and charge those committees with duties and responsibilities; and,

NOW THEREFORE LET IT BE RESOLVED, that there shall be a standing committee chartered as the Security and Safety Committee. This Committee shall monitor certain security aspects of the Sawmill Lakes Maintenance Association, Inc., and shall have the following responsibilities and authority:

1) The Committee shall recommend, for the approval of the Board of Directors, procedures for regulating traffic within the community, procedures for enhancing safety of Members and their guests, and procedures for enhancing protection of Members' property, bearing in mind that any such procedures do not replace the primary obligation of Members to take necessary precautions to protect themselves, their guests and their property.

2) The Committee shall supervise and monitor the Neighborhood Watch program for the Association, maintaining adequate contact and liaison with the St. Johns County Sheriff's Office and in particular the Sheriff's Office of Crime Prevention and Community Relations.

3) The Committee shall recommend to the Board of Directors, the hiring or contracting for temporary security services necessary to control vehicular traffic to, from and within the community during special events or at other times so deemed by the Committee. All contracts shall be subject to review by the Finance and Insurance Committee and final approval by the Board of Directors.

4) The Committee shall coordinate with the Covenants Enforcement Committee in all matters concerning vandalism or other destructive acts concerning the Association's common property. While factual information may be provided to the Covenants Enforcement Committee, the Members of the Committee will in no way attempt to influence decisions made by the Covenants Enforcement Committee.

5) None of the procedures recommended by the Committee shall be construed as a replacement of or substitute for the authority and duties of authorized law enforcement personnel of other governmental bodies having jurisdiction in the community.

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6) The Committee shall make periodic reports to the Board of Directors concerning the effectiveness of procedures, including notable infractions of those procedures and recommendations for changes to enhance the effectiveness of security and safety procedures.

7) The Committee shall consist of at least three (3) Members of the Association. One (1) will serve as Chairperson and one (1) as secretary of the Committee.

8) The Committee shall meet monthly; however in any case shall meet as often as necessary to complete its assigned responsibilities.

9) The Committee shall perform its duties in accordance with the provisions of the Resolution of "Committees Generally".