

ASSOCIATION OF EDGEWATER LANDING OWNERS, INC.
NEIGHBORHOOD WATCH COMMITTEE
POLICIES AND PROCEDURES

Policy: Neighborhood Watch is a program of neighborhood protection against crime. To be effective, it requires an alert and aware community willing to summon the police when a crime or suspicious activity is observed. Members of the Neighborhood Watch should be, but aren't required to be CAP (Citizens Assisting Police) qualified. CAP's are trained by the Edgewater Police Department, fingerprinted and must pass a background check.

Committee Structure: The President of the Board of Directors shall appoint a Chairperson at the beginning of each year. The Chairperson shall select an Assistant and other Committee members as deemed necessary.

Reporting: The Committee Chairperson, or his/her representative, shall report monthly to the Board of Directors.

Procedure:

1. The Chairperson shall:

- a. Recruit residents to be members of the Neighborhood Watch.
- b. Encourage and coordinate CAP qualification of members.
- c. Schedule and coordinate security tours of the Community and Neighborhood Watch meetings as deemed necessary.
- d. Communicate with the City of Edgewater Police and Fire/Rescue departments.
- e. Publish Neighborhood Watch recommendations in the "Pelican's Pouch".

2. Neighborhood Watch Personnel shall:

- a. Acquaint themselves with Edgewater Landing community areas, general neighborhood and, as possible, to resident vehicles and normal schedules.
- b. Respond to disturbances in common areas when called.
- c. Call the Edgewater Police Department when suspicious activity is observed.
- d. Notify the on duty Edgewater Landing Information Officer when suspicious activity is observed, then notify the Neighborhood Watch Committee Chairperson or his/her Assistant.
- e. Attend and participate in Neighborhood Watch meetings.
- f. Conduct security tours as scheduled.

3. Security Tours include:

- a. Check all common areas. Verify that all guests have the proper guest wristbands.
- b. Check all vehicles for proper passes at the Clubhouse parking areas and the Boat Yard.
- c. Nightly checks by two (2) CAP Officers include; visual check of all homes, the Clubhouse (make sure all doors are locked), pool area, Fishing Pier, Boat Yard, Maintenance Building and RV Storage Area.

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4. Encourage Residents To:

- a. Have visible address numbers posted on their homes and to keep the numbers painted on the curb clean and clear of debris.
- b. Keep shrubbery trimmed and use exterior lighting to provide maximum visibility.
- c. For extended absences from their residence, inform at least one neighbor and the Neighborhood Watch where to be contacted in an emergency.
- d. Call the Edgewater Police Department immediately when and suspicious activity is observed. Then notify the Edgewater Landing Information Officer and the Neighborhood Watch Committee Chairperson or his/her Assistant.
- e. Use supplementary window, door, and sliding door locks.
- f. Change locks if new residents.
- g. Lock all doors and windows.