



Wynlakes Neighborhood Post Orders

- Personal vehicles are to be parked at Wynlakes Country Club parking lot.
- There are to be at least 3 neighborhood patrols per shift. Cars should patrol at 15MPH and have their windows partially down, weather permitting. You may wave cars to pass if needed. Please listen as well as watch for suspicious activity.
- All vehicles should be acknowledged when entering the subdivision.
- The Vaughn Road guard house is always to be manned except in case of an emergency.
- Shifts are to be: 6AM to 2PM; 2PM to 10PM; 10PM to 6AM. From 7:00AM to 8:30AM & 4:30PM to 6PM (weather permitting) officers are to be standing outside the guardhouses acknowledging traffic.
- The gates at Pine Crest and Old Marsh entrances will automatically close nightly from 11PM to 6AM. Gates are sensor-controlled and will open when a car approaches. Please ensure that the security vehicle is parked properly at Pinecrest to avoid interference with the sensor when the gates are closed. **Any issues with the gates should be reported immediately to the HOA manager and James Reynolds.**
- Security camera outages/issues should be reported immediately to the HOA office during business hours. **After hours – please note in the activity report and pass down log and report to HOA office when it opens.**
- Guard houses are to be kept clean inside and around the outside of the building. Trash is to be emptied daily. Trash bags may be disposed of in the dumpster at Wynlakes Country Club during shift change. No smoking in or around the guardhouses.
- When receiving a call from a resident, please answer the phone “Wynlakes Security, Officer ___ speaking.” Please document name, number, time received, and purpose of call from all residents. If resident requests an officer to respond/go to their residence, this should be done within 10 minutes. All calls should be logged into shift reports & the call logbook.
- If you are patrolling and see any unusual activity at a residence, do not hesitate to call MPD non-emergency number 334.241.2651. Investigate, record, and report unusual activity on and near the Wynlakes property.
- All major incidents should be reported **immediately to James Reynolds** and to the HOA office as soon as possible. Site incident form should be completed for each incident and a copy delivered to the HOA office.
- Security officers may assist homeowners’ going into their residences at night as needed for safety purposes.
- If there is a tornado warning, go to the Wynlakes Country Club for shelter. You are to go to the basement in the main clubhouse by the Men’s Grill.



- Respond to all emergencies with EMS if possible.
- Provide information to visitors, etc. as requested. Maps and turn by turn directions are posted in the guardhouses.
- *Report any hazardous conditions (light posts down, street sign down) to the HOA office manager immediately.* If a streetlight or sign is knocked over, please make certain it is out of the street. **Damaged streetlights need to have the power cut off immediately.** *If the HOA office is closed, please call Dixie Electric immediately (288-1163) and report the location to them.*
- Streetlights are to be checked on Monday nights and reported to the HOA office on Tuesday morning. All outages are to be logged onto the “Streetlights Out” list and must be tagged with a pink ribbon for the electrician.
- Report any light outages around the guard houses (landscape lighting, etc.) to the HOA office.
- Conduct Vacation Home Checks.
- Respond to all house alarm calls. Do not enter the residence; wait until MPD arrives.
- Please note any vehicles parked on the street overnight (after 2AM). Write down date/address/tag number where vehicle is located on the “Vehicle/Trailer Violations” list and submit to the HOA office daily. Commercial trucks are not permitted to be parked/stored at a residence overnight. If any are spotted, please note on the DAR and notify the HOA office.
- Boats/recreational vehicles/trailers/horse trailers/campers/motor homes are not permitted to be parked at a residence for more than 24 hours. They are to be housed in a carport or garage or parked where they can’t be seen from surrounding property/street. Log address of residence if observed and notify the HOA office.
- If you notice any fountains not working in the lakes or in-ground fountains, notify the HOA office. The lake fountains and their lights are on timers and turn off late in the evening.
- No swimming or boating is permitted in any of the lakes.
- **Fishing:** Must be a resident of Wynlakes and have a valid Wynlakes Fishing Permit (issued from the HOA office.) There is only one designated area for fishing (on the main lake on Longneedle Drive.) Property owners whose property abuts a lake may fish in areas of their property. Children under the age of 16 must be accompanied by an adult. Authorized guests of residents must be accompanied by the resident. Fishing is prohibited in all other areas, such as the golf course, on or behind private property, areas with “No Fishing” signs, and undeveloped areas. Fishing violators appear to be most active during the spring/summer months during the hours of 3PM-5PM and at dusk.
- Remove anything from the streets that may be hazardous to drivers and notify the HOA office if needed.
- Signs such as “Open House” and “For Sale” are not permitted in any of the common areas in Wynlakes. “Open House” signs are permissible from 4PM Friday to 5PM Sunday on street corners and the front yard of residences. Residences may have (1) “For Sale” or “For Rent” sign in the yard. If you notice any signs in common areas, please notify the HOA office.



- Contact the HOA office if the light is out on the flag at the Vaughn Road entrance. Also, notify the HOA office if the flag needs to be replaced. The flag is to be lowered to half-staff on Memorial Day, Veterans Day, and if under direction by the Governor of Alabama or President of the US.

Wynlakes Country Club Post Orders

- Patrol the parking lot of the club during regular patrols of the neighborhood and more frequently during the evenings.
- Fitness Center hours are Monday through Friday 4AM-10PM and Saturday/Sunday 7AM-7PM. Fitness Center doors should be unlocked up to 15 minutes before opening time and locked at closing time.
- Tennis court lights should be turned off at 10PM daily.
- Respond to alarm calls (clubhouse or maintenance building.) Do not enter the property but wait for MPD to arrive.
- Lock doors and set security systems in the Clubhouse and Tennis shop between the hours of 11PM and 12AM, unless there is an event. Unlock the doors to the Clubhouse between the hours of 3:45AM and 4AM.