

SOMERSET & ARBORS FACILITIES SECURITY CAMERA POLICY

PURPOSE

The purpose of the Facilities Security Camera Policy is to enhance the security of the community and its residents, protect common areas, deter crime, provide video evidence of a rule violation, and assist in the investigation of unlawful activities while respecting the privacy rights of homeowners and guests.

SCOPE

This policy applies to all common areas within the Somerset & Arbors facilities, including but not limited to:

- Parking area
- Clubhouse
- Pool
- Gym
- Walkways
- Tennis Court

This policy does not cover the use of cameras within the individual properties of homeowners but addresses the placement and use of cameras in areas maintained and operated by the HOA.

CAMERA PLACEMENT AND OPERATION

1. Cameras are installed in a manner that only monitors common areas and does not infringe on the privacy of individual homes or units.
2. Signs are posted at the entrances and around the common areas notifying all that the area is under surveillance.
3. Cameras are positioned to avoid capturing images inside private dwellings, including windows and private backyards.
4. The Facilities Committee will conduct an annual review of camera placements to ensure compliance with privacy expectations and technological advancements.
5. The cameras operate continuously, 24 hours a day, seven days a week, and recordings will be securely stored with user ID and password protection.
6. The security camera system uses **passive monitoring** to record activity for later review.
7. Audio recording is disabled for the security camera system.

DATA STORAGE AND ACCESSIBILITY

1. Recorded footage is kept for a period not exceeding 30 days, except where footage is being used for the investigation of an incident, rule violation or as part of an ongoing legal process.
2. Access to recorded footage is restricted to the Facilities Committee and law enforcement authorities in the event of a crime or investigation.

3. Residents may request to view footage pertaining to a specific incident or rule violation involving their property or person. Such requests must be in writing, specify the time and date of the incident, and be submitted to the Facilities Committee.
4. Any reviewed or released footage is carefully screened to protect the privacy of other residents and to ensure compliance with applicable laws.

RESPONSIBILITIES AND ENFORCEMENT

1. The Facilities Committee will be responsible for the implementation, operation, and enforcement of this policy.
2. The Facilities Committee will conduct regular maintenance checks on the cameras to ensure their proper functioning.
3. Any tampering, obstruction, or disabling of security cameras by residents or guests will be considered a violation of this policy and may result in fines or other penalties

AMENDMENTS

This policy may be amended at any time by the Facilities Committee to reflect changes in technology, law, or the necessities of the community.