

COLONIA VERDE HOMEOWNERS ASSOCIATION

Video Surveillance Policy

The Colonia Verde Homeowners Association has established a policy for the use of, access to, and limitations of its video surveillance system covering certain parts of the common areas.

The primary purpose of the video surveillance system is to:

1. To assist in the after-the-fact investigation of incidents or activities that compromise the safety, security and rules of the community and its facilities;
2. To assist in the investigation of any damage incurred to property;
3. To assist law enforcement in the investigation of any crime.

The Association recognizes the need to balance each individual's right to privacy and the need to ensure the safety and security of the community, its resident's and its facilities. The surveillance cameras will not observe all areas, and will not monitor areas of privacy such as restrooms or locker rooms. The video surveillance system is not intended to be used as a method of tracking the recreational habits of individual homeowners, their guests or staff.

Location: The Clubhouse and Pool Area will be equipped with video recording cameras, so located to observe the general areas, to help detect violations upon common property, vandalism, theft and/or compromises in safety, security or association's rules. A video camera will also be located at the gate entrance on the south side of the clubhouse.

Management: Colonia Verde Homeowners Association, through its Board of Directors, is responsible for the management of the video surveillance system. Additional cameras, if needed, will be subject to the approval of the Board of Directors.

Monitoring:

1. The video surveillance cameras are capable of being monitored from the Administration Office.
2. Videos may be delivered to those approved persons listed elsewhere in this Video Surveillance Policy.

Recording:

1. Video recordings will not be available to guests, or the general public. Homeowners may request copies of video recordings when under special circumstances, as defined in item #2 below.
2. Requests to provide video recordings directly to homeowners, guests, or general public will not be accommodated unless it is:
 - a. Ordered or subpoenaed by an appropriate law enforcement agency or court.
 - b. Utilized as part of a hearing with the homeowner regarding an activity related to the homeowner.
3. If a crime has been committed, it must be reported to the police. If it is believed that the alleged crime has been captured by the surveillance video, then it must also be reported and delivered to the police as part of the reporting process.
4. If a security incident or rules violation was reported via the completion of an Security Incident Form and it occurred in an area where video surveillance coverage is available, such video recordings will be used by the CVHOA On-Site Administration Manager, CVHOA Property Manager, CVHOA Board Member and/or police for purposes of investigation.
5. Video records shall be stored in a locked area of the On-Site Administration Manager 's office for a period of 90 days. After 90 days they may be destroyed.

Disclaimer: All members of Colonia Verde Homeowners' Association should not expect the cameras to be under constant watch and that the cameras only cover a portion of the community.

Approved by CVHOA Board of Directors
December 2, 2015