

# **South Shore Harbour Community Association (HCA)**

## **Security Camera Policy**

### **Purpose**

To prevent vandalism and inappropriate behavior at the entrance or exit gates. The Board of South Shore HCA have installed surveillance cameras to document such activity. The following is an overview of the implemented policy.

### **Access**

The video recordings will be turned over to law enforcement or to another party in the event of a subpoena. Otherwise, South Shore Harbour HOA members will not have access to it.

### **Violations**

The video recordings will be reviewed by an HOA Board member or Security Company Representative when damage occurs at any Entrance or Exit Gate.

For violations involving property damage, the perpetrators, or his/her parents will receive written notification from the Association's Attorney.

The Association's policy is to fine anyone who damages one of the gates. In lieu of criminal charges, the Association will assess a \$500.00 fine against the offender for destruction of its property as well as costs associated with repairs to the gate, security costs and attorneys fees.

South Shore Harbour's Governing Documents require the Association to provide the offender the opportunity to appear and defend his actions at a hearing before the Board of Directors or its appointee. The offender will be notified of the time and place of this hearing. If the offender was recorded they will be allowed to review the recording.

Failure to of the offender to appear at the hearing will result in the assessment of the above referenced fine, costs and attorneys fees. The offender will have thirty (30) days from the date of the hearing to pay the assessed amount should they be found liable.

Should the offender choose to ignore their notice and fail or refuse to pay any part of the assessed amount, the Association will file criminal charges against the offender.

The Association has the option of assessing a fine, repair costs and attorneys fees against the property owner, tenant or entity responsible for the offender's presence on the premises.

## **Monitoring and Viewing**

The cameras capture date and time-stamped images of all activity in the coverage area. The Board of Directors or Board-appointed representative, will have access to the videos which will be monitored on a monthly basis.

## **Storage**

The video will be kept for 30 days.

## **Signage**

There will be no signs posted that there is video surveillance.