



The Summit at Towne Lake Pool Onsite Camera Policy (June 2020)

There are many questions that are often raised with respect to the installation of surveillance cameras within a HOA. The Association has caused cameras to be installed on the Association's property for the purpose of deterring future vandalism of Association Property and for the purpose of having footage should any vandalism occur. While the Association records footage, the cameras are not actively monitored, and the Owners should not have any expectation that the cameras will prevent a crime. **In accordance with Section 17.3 of the Declaration, the Association is not a provider of security.**

Is it legal for a HOA to install Video Surveillance Cameras? Yes, it is legal to install cameras in all areas except in those areas where there is a reasonable expectation of privacy, such as locker rooms, and bathrooms.

Where will the cameras be placed? The cameras are strategically located to access the entrance and egress of the pool area. Signs will be posted in areas where video surveillance is present.

Is the DVR and monitor kept under lock and key? Yes, the equipment is in the storage room and the Association will provide reasonable safeguards to prevent the unauthorized viewing of video footage.

Will the cameras record 24/7? Security cameras will be on and recording by motion sensor 24 hours a day 7 days a week, subject to any unforeseen circumstance.

What is happening with the camera and the footage created? The only time the recordings will be viewed is when there has been an incident reported at the pool. This can be for unauthorized visitors, vandalism, and unruly behavior. The Board will not review the recordings otherwise unless deemed necessary by a majority of the Board of Directors.

Who can have access to the footage? HOA Board of Directors and/or the Pool chairperson will review the footage and take appropriate action. Video recordings may be used as evidence in the event the Association takes legal action due to damage to Association property.

Should an Owner request video footage, in accordance with the provisions provided herein, the Association will hold a copy of the video recordings pending resolution of the incident. Upon resolution of the incident, Owners shall not have a reasonable expectation that video recordings will continue to be stored. All viewing requests shall be submitted in writing and must be narrowly tailored so as to only request the portion of footage specifically at issue. The Association will only release footage upon receipt of 1) a subpoena demanding the release of video footage or 2) a request combined with a police report specifically detailing why the footage must be released. Video footage will not otherwise be released.

How long recordings will be kept before they are destroyed? The recordings will be automatically erased every 14 days. Owners have no reasonable expectation that video recordings will be stored for more than 14 days.

Can anyone adjust the cameras? No, this is considered vandalism, at no time is a resident allowed to touch the cameras, wiring, DVR, or monitor. No resident has access or is permitted in the storage room only the HOA board members and/or pool committee chairperson.

**The Summit at Towne Lake
Board of Directors**