

Overlook Owners Association

Community Surveillance System Policy

1. Purpose

The purpose of this Community Surveillance System Policy (“Policy”) to assist the Association to protect Association personal property and common areas, to deter unlawful or inappropriate conduct, and to assist in the investigation of incidents when necessary.

2. Scope of Surveillance

The Association has installed and maintains video surveillance equipment in designated **common areas** owned by the Association. These areas include, but are not limited to:

- Clubhouse
- Pool
- Parks and playground areas
- Soccer field
- Sport courts and tennis courts
- Community entrances and exits
- Boat storage areas
- Boat ramp and waterfront access points

Cameras are only installed in common areas and are not installed in any restrooms or changing areas within those common areas.

3. Camera Operation

Surveillance cameras operate **24 hours per day, 7 days per week** and record video footage on a continuous basis.

The system is **not actively monitored in real time**. Recorded footage is stored securely and is accessible only to authorized individuals as outlined in this Policy.

The presence of surveillance equipment is intended as an investigative tool only for the Association and may be used to help enforce the governing documents for the Association. The Association does not guarantee the prevention of criminal activity with the installation

of the cameras and does not assume responsibility for the personal safety or security of residents or their property when using common areas.

The Association makes no guaranty or warranty that the cameras will be functioning at all times or will capture activity in all common areas.

4. Data Storage and Access

Recorded footage will be retained for a period **not to exceed thirty (30) days**.

All recorded footage is the property of the **Overlook Owners Association**.

Access to recorded footage is restricted to:

- The Association's Management Company
- The Board of Directors
- Law enforcement or legal authorities, as required or permitted by law upon issuance of a subpoena or court order or as necessary for the investigation of a crime.

Residents may submit a **written request** to review footage related to a specific incident involving their person or property. Requests must include the date, approximate time, and location of the incident.

The Association is not obligated to release copies of footage to residents but may, at its discretion, allow viewing or provide footage when appropriate and lawful upon resident's written request. Any such request must include the date, time and location of footage to be viewed. No resident may be permitted to record or copy any footage. Any footage reviewed or released will be screened and/or redacted as necessary to protect other individuals and/or to comply with applicable laws. Unauthorized access to recording is prohibited and may result in disciplinary or enforcement action. Recordings will be kept in secured locations with limited access.

5. Responsibilities and Enforcement

Tampering with, obstructing, damaging, or otherwise interfering with any surveillance equipment is strictly prohibited. Such actions may constitute a violation of Association rules and may result in enforcement action, including fines or other penalties, as permitted by governing documents and applicable law.

6. Notification

Notice of the presence of surveillance cameras may be provided through signage in monitored areas and/or distribution of this Policy to homeowners and residents.

7. Amendments

This Policy may be modified or updated by the Board of Directors at any time to reflect changes in technology, legal requirements, or the needs of the community.

9. Acknowledgment

By residing within the Overlook community, homeowners, residents, and their guests acknowledge and agree to the terms of this Surveillance System Policy.

ADOPTED this 23rd day of May, 2026, by the Board of Directors of the Overlook Owners Association.