

Green Valley Lake Community Association

C/O C&C Property Management

COMMON AREA ACCESS CARD AND SECURITY CAMERA POLICY

This agreement outlines the responsibilities I have as an authorized holder of the Green Valley Lake Community Association (GVL) Door and Gate Access Card (Card).

My acceptance of this agreement indicates that I have read and understand this Access Card Policy, and agree to adhere to the protocol and procedures established for Door and Gate Access Cards.

1. The Door and Gate Access Card is intended to facilitate the entry to electronically access-controlled Pool, Park, Fishing Dock, Tennis Courts, and Clubhouse facilities. I understand that the Door and Gate Access Card is issued in my name as the authorized person for access to the appropriate areas of the Association.
2. I will not allow any unauthorized person to use my Card. I understand that I may not open the door for others that do not have their own card, but will instead direct the person to the Manager's office for assistance.
3. I will not prop open or modify any gates or doors in any way which would allow unauthorized access.
4. I understand that cards should not be left unattended in pool or park areas, near door locks, or carried in such a manner to be susceptible to loss or theft.
5. I understand that upon moving out of the association, cards must be returned to the property manager. Existing card will be de-activated and new owner must register to obtain their own card. Cards are not transferable.
6. I understand that I must immediately notify the property manager if my Card is lost, missing, stolen, or damaged. Replacement cards are available at a cost of \$75 per card.
7. I understand that the association reserves the right to withdraw from an individual, any or all of the functionality of the Card and request that the Card be surrendered if evidence is found that the Card is being misused in any way.
8. Members must be in good standing with the association and be current on the payment of assessments in order for their card to remain active. Member accounts which become delinquent will be subject to de-activation of the card. GVL reserves the right to withdraw all Door and Gate Access Cards, suspend some or all of the facilities or replace the Card with one or more alternatives, without prior notice.
9. **For Tenant-occupied properties:** I have registered my home as a non-owner occupied unit in compliance with the CC&R's, and have submitted my tenants current contact information to the association so the Card may be issued to the tenant. I understand that as the property owner, I am still responsible for the cost of any lost or stolen card, and I acknowledge that my tenant is aware of the rules governing the use of the Card and has agreed to abide by them.

Acknowledgement I acknowledge that I have read, understood and agreed to this agreement and the accompanying Privacy Policy Statement.

Print Name: _____ GVL Address: _____

Sign Name: _____ Date: _____

Office Use:

CARD #: _____ Issue date: _____

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PRIVACY POLICY STATEMENT

1. General. This policy is intended to comply with California Senate Bill 34 (SB 34) regarding the operation and use of Automated License Plate Recognition (ALPR) system in operation at the GVL Clubhouse parking lot. This policy governs the ALPR system and the Gate and Card Access System operated by the Green Valley Lake Homeowner's Association.

1.1 ALPR technology captures and stores digital images of license plates, and uses character recognition to identify and store plate characters. The Gate and Door Access Cards captures user information including date and time stamps, which are also stored. These systems create a searchable computerized database that includes the license plate number and the date, time, and location when the image was collected.

2. Purpose of Cameras. The Association has installed a series of video camera system at the entrance to the community on Southlake Drive and around the Clubhouse area in an effort to deter illegal activities in the Common Area, and as an aid to the Fairfield Police Department when they conduct investigations related to public safety.

3. Security Disclaimer

3.1 Residents should be aware that the video cameras **have a limited view, and will not be monitored actively, so residents must continue to exercise normal safety precautions at all times**. The Association cannot guarantee your security. You should NOT rely on the Association to protect you from loss or harm.

3.2 This technology is just a camera. The ideal way to deter crime is a responsibility we each own individually — lock your doors and keep your valuables out of sight. We are fortunate to live in such a safe neighborhood, but we believe that this service will both further deter mischief crimes and provide a valuable resource to our residents.

3.3 The Association is NOT a law enforcement agency and is not in a position to undertake law enforcement activities. Any illegal activity should be reported to the Fairfield Police Department immediately for investigation.

4. Access to Gate and Door Card and Security Camera Data

4.1 Privacy is a top concern for the Association. All data collected is deleted automatically after 30 days, and is accessible only to the Fairfield Police Dept. In the event of a crime, footage can be downloaded and used by the Fairfield Police Department. It is imperative that you promptly report any illegal activity or crime information to the Fairfield Police Department as soon as possible.

4.2 If you are the victim of a crime, contact the Fairfield Police Department and file a report. If the Fairfield Police Department then deems it necessary to view the images from the cameras, they will be provided with data or images as requested to aid their investigation.

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4.3 C&C Property Management, the Association Manager, is the custodian and administrator of the camera system and its operation for the Green Valley Lake Homeowner's Association. This role allows access to the ALPR system for the sole purpose of monitoring its functionality, and this access shall not be used to otherwise search for any data.

4.4 The Fairfield Police Department and other law enforcement agencies having access to the ALPR data, the users, shall have access to the data for the purposes of law enforcement or public safety. ALPR data gathered or collected and any records resulting from this activity will not be sold, accessed, or used for any other purpose.

4.5 The ALPR system is automated so the license plate images and details of collection are included in the system without review. All information is encrypted in transit from camera to cloud storage and remains encrypted in the cloud. Although infrequent, the translation of a license plate image to digital data may be incomplete or inaccurate.

4.6 The images stored in the system are collected from areas visible to the public where there is no reasonable expectation of privacy. In the unlikely event of an information breach, all individuals who are believed to be affected or have their information compromised will be notified by the custodian and administrator of the ALPR system.

Fairfield Police Dept. Contact Numbers

6. • **Emergencies : 911 or 707-428-7373**
- Non-Emergency : 707-428-7300