

Harmony Community Development District

SECURITY SYSTEM DATA ACCESS POLICY

1. Purpose of Security System

This policy sets out the framework within which the Harmony Community Development District (“District”) will use data generated by the security system (“Security Data”). The primary use of the security system is to discourage inappropriate and illegal behavior and to enhance the opportunity to apprehend offenders.

2. Use/Disclosure of Security Data

Security Data is recorded and stored by a third party vendor. Normal retention period for recordings is up to thirty calendar days, per Florida Department of State Record Retention Schedule for Surveillance Recordings. Security Data required for evidence are saved to CD and stored in a secure environment. Such records will be destroyed when no longer required for evidence.

Access to Security Data shall be limited to _____ with _____ and his/her successor, who shall only access such records during the course of his/her regular duties to:

- a. Identify the person or persons responsible for District rule or policy violations, criminal activity, or actions considered disruptive to normal District operations.
- b. Assist law enforcement agencies in accordance with applicable state and federal laws.

Any such review of Security Data will be with the knowledge and approval of the _____ and the District Counsel, and their successors. Only the _____ and his/her successor shall be authorized to release any Security Data to anyone, including but not limited to, law enforcement personnel, media, patrons, and other persons.

3. Public Records Requests

The Security Data is confidential and exempt from disclosure to the public. Consequently, the District will deny any public records requests for District Security Data. However, the District may, but may not be required to, disclose the Security Data to (1) itself; (2) in furtherance of the official duties and responsibilities of the District; (3) to another agency in furtherance of that agency’s official duties and responsibilities; and (4) upon a showing of good cause before a court of competent jurisdiction. The District will also comply with any court orders that require disclosure of Security Data. Finally, the District will strictly follow this policy since the Public Records Act imposes punishments for violations, which are enforced by Florida’s Criminal Code.