



QUIET WATERS CONDOMINIUM

VIDEO SECURITY SYSTEM

OPERATIONS PLAN



1. System Objectives:

- a. Provide 24/7 security surveillance;
- b. Monitor real-time hazardous weather conditions;
- c. Act as a deterrent to crime and capture property loss in the common areas; and
- d. View the Gulf and Intracoastal Waterway LIVE from rooftop cameras.

2. Locations of installed cameras:

- a. Two cameras on the ceiling underneath the building capturing both stairwells, the elevator and walkways coming from the front and sides of the building going toward the stairwell entrance doors and elevator;
- b. Two cameras on the ceiling underneath the building capturing the back of the building near the restrooms facing out towards the pool deck and gazebo areas. (Cameras DO NOT view the interior of the restrooms);
- c. Two cameras on each of the five residential floors. They are located on the walls by the elevator, crisscrossing each other to view the entire hallway and elevator entrance on each floor;
- d. Two cameras underneath the building capturing both the north and south front parking lots;
- e. One camera underneath the building capturing the bicycle rack on the north side ear parking lot; and
- f. Two cameras on the roof — one capturing the Gulf and the other capturing the QW dock in the Intracoastal Waterway.

3. System Specifications, Maintenance, and Access:

- a. Hardware: (Installation Contractor – *Amazing Lock and Video Security Inc., St Pete Beach, FL*)
 - i. Two LTS Professional 8 and 16 Channel DVRs w/2 terabit (T) hard drive.
 - ii. 17-Sony Chipset 1/3 Board Cameras – hi-resolution color with day/night infrared lens.
 - iii. 2-Roof-top Professional Starlight Box Cameras (600TVL) w/housing.
 - iv. 19 inch LCD/HDMI Monitor.
 - v. Uninterrupted power supply (UPS) connected to the QW emergency generator, ensuring continuous recording.
- b. The Video Security System equipment is installed in the 1st floor electrical room.
- c. Coax cabling for the cameras are channeled from the 1st floor electrical room, up the north side stairwell through existing openings in the concrete floor, terminating on the roof through the roof hatch.
- d. The cameras are connected to a computer monitor and two DVRs that records all 19 cameras 24/7.
- e. The DVRs have 2(T) hard drives that record continuously for approx. 30 days before recording over the existing video data. Selected video data can be downloaded onto a portable drive. The cameras are motion sensing and activated with any movement. This technology saves hard drive space on the DVRs and increases recording time.
- f. Minutemen and the QW Board of Directors (BOD) have access to all the 19 camera LIVE video from their personal computers and mobile devices online which are password protected.
- g. Unit owners have access to the two roof cameras 24/7 online with their personal computers. Passwords are provided upon request. Care must be taken not to over extend the number of persons with this access. See “h” next.
- h. A maximum of 10 online users can access the roof cameras at any one time from their personal computers.
- i. General maintenance of the cameras is completed by the Minutemen.
- j. There is a monthly fee paid to Bright House Cable Co. for a “static IP” address required for the system to be transmitted online.
- k. System is connected to a Bright House Cable Co. modem located in condo unit B1.
- l. Advisory signage (shown above) is posted at both entrances to the parking lot from the street; interior of the elevator; ground level stairwell doors; 1st floor electrical room door; and pool deck/restroom area.

4. Viewing and Downloading of recorded video:

- a. Requests for viewing and downloading of LIVE or recorded video is for security, property loss, or hazardous weather conditions ONLY; and must be approved by a member of the BOD in residency or via email.
- b. Requests for any other purpose will be considered on a case by case basis by the BOD.
- c. Requests by law enforcement agencies conducting an official investigation will be provided as needed.
- d. Requests meeting the above criteria by external agents representing a unit owner must first have the unit owner coordinate the request with a member of the BOD.
- e. Upon BOD approval, a QWCA VSS “Recording Request” form will be completed and signed before providing the data.