

must be kept in the Trash Enclosure Area until the day of collection, and returned to the Trash Enclosure Area the same day. Residents without trash enclosure areas must maintain their trash in a manner which does not cause a nuisance.

1.11 Signs. Non-commercial signs are permitted to be displayed on the Building Site, provided they are less than nine (9) square feet in size and do not bear explicit or obscene images or language and provided they do not violate any local, state or federal laws. Non-commercial flags or banners that are no more than 15 square feet are similarly permitted. Signs, flags and banners may not be made up of lights, roofing, siding, paving materials, flora, balloons, or any other similar building, landscaping or decorative component or include the painting of any architectural surface.

- a. *Name Signs.* One standard Hidden Hills name sign must be placed in front of the home as specified in the Architectural Standards, unless otherwise permitted by the Architectural Committee.
- b. *Security Signs.* Only one security sign, not to exceed 9" in height or width, may be placed at each driveway entrance. If the property has a three-rail fence, the sign(s) must be located behind the fence.
- c. *Location of Signs.* No signs, except the standard Hidden Hills name sign, may be placed in the parkways, trails or any common area. Other non-commercial signs must be placed behind the three-rail fence.

1.12 Harassment. Residents are not permitted to harass the Association's employees, vendors, agents or representatives, including without limitation gate guard personnel. Harassment includes, but is not limited to, verbal and physical abuse, stalking and making threats.

1.13 Destruction of Property/Creating an Unsafe Condition. Defacing signs or mail boxes, graffiti and/or destruction or damage of Association property and/or creating an unsafe condition is strictly prohibited. Intentionally damaging gate arms is considered an act of vandalism.

1.14 Private Security Personnel. Residents who choose to contract with "Private Security" companies and/or individuals to protect their own persons or property must ensure that all such persons who are admitted to the community follow the following guidelines and rules.

- a. *Definitions.* "Private Security" refers to any private company, entity, paid contractor, employee or individual that performs armed or unarmed security functions on or about properties owned or controlled by a homeowner and/or occupied by a resident, not including alarm monitoring companies and or security companies responding to an alarm, (i.e ADT, Brinks, Post Alarm, etc). For the purposes of these Rules & Regulations, Private Security Officers shall be referred to as "PSOs", "private property" shall refer to the portion of a resident's property that is owned and exclusively controlled by the resident (i.e. not part of the common areas), and "common areas" shall refer to all property owned by the HHCA or the City of Hidden Hills, and all property subject to easement(s) for the

benefit of the HHCA, Residents or the City of Hidden Hills (including without limitation, all roads, parkways, arenas, parks, equestrian/pedestrian trails, etc.).

- b. **Access to Community.** When entering the community's gates, PSOs must be listed on a Resident's admit list as "security" and not as a "guest" and must be checked in as such. Security officers must provide a valid driver's license and current private security "Guard Card" issued by the Bureau of Security and Investigative Services (BSIS).
- c. **Point of Contact.** All Residents using PSOs shall identify a senior Point of Contact ("POC") or security manager along with that person's direct telephone number and email address. The POC shall check messages (email or phone) and return "non-urgent" calls within 24 hours in order to receive or maintain communications with the HHCA; and will return urgent calls immediately. Residents with PSOs shall update the HHCA immediately with changes in POC.
- d. **Contact with Community Members.** PSOs shall provide Private Security only on their employer's private property. PSOs shall not initiate contact with any member or guest of the community who are within the common areas. PSOs shall not intimidate, harass, question or unreasonably annoy any member of the community, whether from private property or the common areas. PSOs shall not discourage the use of the common areas, including parking on the parkways. PSOs shall not intentionally shine flashlights or security lights on community members using the common areas. If a PSO has a complaint or incident with a community member they shall disengage and immediately contact the HHCA office or security guards or, in the event of a criminal complaint or emergency, the Los Angeles County Sheriff's Department. PSOs contacting the HHCA, Sheriff, gates, patrol or Covered 6 shall identify themselves by name, the company they work for, resident/client and as a PSO.
- e. **Recording.** PSOs using recording devices can do so only on their employer's private property. In the event a PSO uses a recording device (on private property), the PSO shall give an immediate verbal notification to all involved parties that the device is activated. A PSO shall not engage in the videotaping or audio recording of any residents in common areas.
- f. **Armed PSOs.** All PSOs carrying deadly weapons, such as a firearm or baton, shall be properly licensed by the BSIS.
 - i. **Concealed Weapons.** BSIS requires that any PSO carrying a concealed weapon while providing security services must have a Firearms Permit and County-issued CCW (Concealed Carry Permit) covered under 1025PC of the California Penal Code.
 - ii. **No Weapons In Plain View.** Regardless of whether a PSO is licensed to carry a weapon and/or whether the weapon is licensed for concealed carry, ALL weapons must at all times be kept out of the "plain view" of community residents unless actively being utilized in the performance of his or her duties because of a credible threat of immediate bodily injury to

- the Resident. For purposes of these Rules & Regulations, "plain view" is defined as any place that is easily or readily seen from a vantage point on the private property of any resident or the common areas.
- iii. Notification of Weapons: Any resident whose PSO(s) carry a concealed firearm(s) or whom has access to a firearm while performing their duties as a PSO shall notify the HHCA and the Los Angeles County Sheriff's Department of each PSO that does so.
 - g. **Post Location.** PSOs must be posted wholly on the Resident's private property, not in the common areas. This includes PSOs posted or having breaks or meals in vehicles. Further, the post location must be in an "inconspicuous" location on the property that does not cause a disturbance to the community or its residents. For purposes of these Rules & Regulations, "inconspicuous" means to not be in view or seen from the streets or trails. PSOs shall not sit in their cars on the parkways for any reason, and shall not have their vehicles idling on the parkways, common areas or on a resident's private property. Residents shall provide PSOs with a "command center" in the home, garage, or other Architectural Committee-approved structure.
 - h. **No Blocking Traffic.** Blocking the street or stopping traffic with a vehicle, or by other means, is prohibited.
 - i. **Inspections.** PSOs shall carry their driver's license, guard card, firearms license and CCW as required by law. Residents employing PSOs give the HHCA the right to have its inspector check all paperwork of PSOs employed on their private property.
 - j. **Exceptions.** Any exception to PSO Rules, i.e., having a PSO on the parkway, seen from the street for a special event, party or unique safety circumstance shall be approved in writing by HHCA Manager or designee, i.e. HHCA's security inspector.
 - k. **Hearing, Fines and Disciplinary Action.** Failure of any resident to ensure that their PSOs follow all of the above-listed guidelines may result in a hearing before the Board and possible disciplinary action, including but not limited to fines, suspension of resident lane privileges and the possible banning of the PSO and/or Security Company from working in the community. Please refer to Section 7.8 of the Rules & Regulations for the hearing procedure and to Appendix III for the Fine Schedule which outlines minimum and maximum fines.

SECTION 2

ACCESS TO THE COMMUNITY

Please refer to the Hidden Hills Gate Operations Manual for rules and regulations regarding the entry gate procedures. Violations of the entry gate procedures are subject to the same penalties as are these Rules & Regulations.