

Privacy Gate Rules

ADMINISTRATIVE REGULATIONS SECTION 2024-1

EFFECTIVE DATE: OCTOBER 11, 2003; REVISED FEBRUARY 20, 2024

A. DESCRIPTION OF FACILITY

- COPPER VALLEY is an upscale planned development of single-family homes and rental bungalows located on the western side of Calaveras County. A primary focal point of the community is the semi-private championship golf course that can be viewed throughout the development. Other privately owned on-site facilities include a golf club house, fitness center and restaurant facility.
- Established August 19, 1995, by LAFCO Resolution No. 95-03, SADDLE CREEK COMMUNITY SERVICES DISTRICT (SCCSD) is the agency responsible for local governance of SADDLE CREEK. The District is served by a five-member Board of Directors elected for four (4) year terms by majority vote of the registered voters within the District. (SADDLE CREEK IS NOW COPPER VALLEY)
- The Board of Directors are vested with the authority to enact Ordinances (Laws), policies and procedures considered necessary to insure the safety and welfare of District residents and guests and to provide for the operational concerns of the District. Ordinances, policies and practices established by the District are subject to the same considerations and have the same force and effect as laws, policies and procedures enacted by other governmental agencies; cities, counties, state or federal.

B. PURPOSE OF REGULATIONS

- The purpose of these regulations is to minimize problems and confusion through the establishment of specific written guidelines governing access into CVCS District Residents, property owners and other interested parties are encouraged to contact the CVCS District's main office at 209-785-0100 if they have questions or comments on any or all parts of the regulations.

C. EMERGENCY SERVICE PROVIDER(S)

- Privacy Officers are contract employees who serve under the exclusive direction of CVCS District. Their purpose is to insure the privacy of COPPER VALLEY residents and visitors through the monitoring/control of access through the Main Gate. Additionally they provide information, directions and assistance to residents and visitors when appropriate.
- Privacy Officers are not permitted to leave their post at the Main Gate unless specifically instructed to do so by the CVCS District representative.
- Privacy Officers do not have Police Authority nor are they Security Officers. In the event they observe or are advised of an emergency situation their response will be to contact the responsible Emergency Provider; Sheriff, Fire Department, Ambulance, etc.

The following agencies are responsible for providing emergency services to COPPER VALLEY and should be contacted directly when an emergency situation arises:

1. Police Services Calaveras County Sheriff Non-Emergency No. 209.754.6500
2. Fire Services Copperopolis Fire Protection District Non-Emergency No. 209.785.2393

Note: FOR ALL POLICE, FIRE AND MEDICAL EMERGENCIES CALL 911

D. ESTABLISHMENT OF ADMINISTRATIVE REGULATIONS FOR ACCESS TO ROADWAYS UNDER THE CONTROL OF COPPER VALLEY COMMUNITY SERVICES DISTRICT

- As permitted under authority of Government Code § 61105(g) and CVCSO Ordinance 2024-02, the following Administrative Regulations for control of vehicle access onto roadways under the exclusive control of CVCSO.
- The purpose of this restricted/controlled access is to provide residents, owners and visitors with the highest degree of privacy and tranquility possible.

DI. ESTABLISHMENT OF ENTRY AND EXIT LOCATIONS

- Main Access: The established access point for residents, property owners, visitors, and on-site business employees is the Main Gate located just off Little John Road on Saddle Creek Drive. As authorized by the CVCSO Board of Directors, access through the Main Gate is controlled by computer activated gates and/or Privacy Officers.
- Construction Access: A temporary access for construction vehicles has been established approximately 100 yards south of the main entrance at Saddle Creek Drive. This unimproved roadway is accessed from Little John Road. The purpose of this temporary access is to minimize the amount of construction traffic on improved street such as Saddle Creek Drive. Whenever possible construction vehicles/employees shall enter and exit through this temporary access. Additional temporary access points may be authorized by the District should future need arise.

DII. ACCESS BY RESIDENTS, PROPERTY OWNERS AND DESIGNATED EMPLOYEES OF CV DEVELOPERS

- Residents, property owners and designated CV DEVELOPERS employees are to enter and exit CVCSO through the Main Gate. When possible, the right gate entry should be used. Entry is considered as being authorized by your use of the gate opener on the right (Resident) entry gate. Gate openers will be provided in accordance with the following guidelines:

DIII. Gate Opening Device Policy:

a) CVCSD will provide, without charge, two (2) programmed, RFID stickers for each new owner of a residential parcel located within the District. Additional RFID stickers may be purchased from CVCSD for \$15. Please note, only those access devices obtained from CVCSD will activate the gate software.

b) CVCSD will assign designated CV Managers access, via smartphone app, to manage their own staffs Gate Access. Through this designated smartphone app each CV Manager will issue gate access passes for their employees. The responsibility then falls upon each manager to issue passes, set correct time/date parameters of each individual gate pass and delete gate passes when necessary. All of the smartphone apps and the passes they issue will be monitored and managed by the CSD.

2. Obtaining Gate Opening Devices

- To obtain Gate Opener Devices you must fill out the Gate Access Form and return it. You can get the Gate Access Form at www.coppervalleycsd.org, at the Gate House or from the District Maintenance facility at the east end of Oak Creek Drive. You can return it to the Gate House, mail it to P.O. Box 5158 Sonora Ca. 95370 or email it to mcgeorgecvcسد@caltel.com.

3. Resident, Owner, Designated CV DEVELOPMENT Employee - Entry Procedure Without Gate Opening Device:

- In the event a resident, property owner or designated CV DEVELOPMENT employee has forgotten his/her gate opener or the opener is not working properly, entry should be made in the left lane when Privacy Officers are on duty.

4. ACCESS BY PERSONS OTHER THEN A RESIDENT, PROPERTY OWNER OR DESIGNATED CV DEVELOPMENT EMPLOYEES

1. Persons Visiting a Resident:

Visitors are permitted to enter CVCSD at any time. When a Privacy Officer is on duty, the privacy officer will document the guest's destination and license plate number.

a) When Privacy Officer are not on duty the guest will have to contact the resident from the call box.

2. Access by Service Persons:

Service Persons such as landscapers, house cleaners, pool cleaners, plumbers, construction contractors, window cleaners, etc., will be permitted access by Privacy Officers only during permitted work hours/days. No Service Persons are allowed to work outside of the permitted work hours/days or on designated holidays. Emergency work will be the only exception outside of the permitted hours/days.

Permitted Work Hours/Days

- Sunday: NO WORK OF ANY KIND
- Monday: 7:00 am - 6:30 pm
- Tuesday: 7:00 am - 6:30 pm
- Wednesday: 7:00 am - 6:30 pm
- Thursday; 7:00 am - 6:30 pm
- Friday: 7:00 am - 6:30 pm
- Saturday: 8:30 am - 5:30 pm

No work will be permitted on the following holidays.

- New Years Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

3. Package and Delivery Services:

Delivery drivers will be allowed access outside of the permitted hours/days. When a gate attendant is not on duty, they delivery driver will have to gain access by contacting the intended resident.

4. Access by News Media:

News services (radio, television, newspaper reporters, etc.) will not be admitted unless authorized by a resident, owner, C&C On-Site Development Manager or Golf Operations Manager, the CVCSO General Manager, or the CVCSO Board of Directors.

5. Access by Solicitors-Prohibited:

Access for the purpose of soliciting (including by residents) is not permitted.

6. Access by Process Servers:

The CVCSO is legally required to admit process servers, whether they are peace officers or private persons. After a process server has properly identified his/her purpose, entry will be permitted. In the case of a private process server, the Privacy Officer will attempt to notify the resident a process server has been admitted. In the event the process server is a Peace Officer engaging in his/her official duties, the Privacy Officer shall not attempt to notify the resident of his/her entry.

7. Access to Golf Course, Rental Bungalows, Restaurant, Sales Office and All Other CV DEVELOPERS Owned/Controlled Facilities:

Access to the golf course and all other CV DEVELOPMENT owned/controlled facilities shall be handled in accordance with written procedures developed with the input of the CV DEVELOPMENT On-Site Development Manager and/or Golf Operations Manager. These procedures will be set forth in Administrative Regulation Section 2024-02.

8. Access by Utility Companies

While engaged in official business, employees of utility companies such as Calaveras County Water District, Pacific Gas and Electric, Calaveras Telephone, etc. will be permitted.

9. Access by Police, Fire and Other Governmental Agencies

While engaging in official business, sheriff department employees, fire and all other governmental employees have the right to enter the District.

H. ACCEPTANCE OF PACKAGES OR OTHER DELIVERIES BY PRIVACY OFFICERS IS PROHIBITED

Privacy Officers are strictly prohibited from accepting packages or other types of deliveries being sent to or received by a resident.