

# RANCHO MURIETA COMMUNITY SERVICES DISTRICT

<b>Category:</b>	Security	Policy # 2008-05
<b>Title:</b>	Policy Statement for Operation of the Rancho Murieta Community Services District Security Department	

## PURPOSE

This Statement of Policy is intended to establish the duties of the District Security Department in providing security services to residents within Rancho Murieta Community Services District pursuant to Chapter 21 of the District Code, entitled "The Security Code", and consistent District authority, as it currently exists.

- 1) The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers employed by the District Security Department shall protect lives and property within the boundaries of the District by seeking to prevent an incident or offense from occurring in the District. In situations where prevention of an incident or offense is not possible, the function of the Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers is to observe and report the incident to a law enforcement agency, such as the Sacramento County Sheriff's Department, except as otherwise authorized by the Security Code. The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers are not peace officers, and except in limited circumstances authorized by the Security Code, are not responsible for and shall not engage in any law enforcement activities, including but not limited to: chasing, apprehending or detaining suspected criminals; investigating criminal acts; or enforcing state or county laws, including traffic regulations. (See **Security Code, Section 3.01**).
- 2) Security Services within the District include:
  - a) Gate and patrol services, including:
    - i. Operating and staffing security gates located at the entrances to the Rancho Murieta community on a year round basis;
    - ii. Providing twenty-four (24) hour a day mobile patrol of all areas within the boundaries of the District; and
    - iii. Operating a radio and telephone communication system to maintain contact with local law enforcement, fire and other emergency services, as well as the appropriate entities within the District.
    - iv. Registering guests or invitees of District Customers and other visitors within the District in cooperation with Rancho Murieta Association or other homeowners' associations within the District as appropriate. (See **Security Code, Section 3.02**).
  - b) Enforcement of District rules and ordinances, including the issuance of citations for violations of such rules and ordinances, to be processed as an infraction. (See **Security Code, Section 3.03**).
  - c) Enforcement of non-architectural covenants, conditions and restrictions ("CC&Rs") that are related to the provision of security services. (See **Security Code, Section 3.04**).

- d) Enforcement of state and county laws on district property, including making arrests pursuant to Penal Code Section 836.5, and issuing citations for misdemeanor and infraction violations, when such violations occur in the presence of the District Security Officer making the arrest or issuing the citation. (See **Security Code, Section 3.05**).

3) Citizen's Arrest Policy:

The Security Chief, Security Sergeant and Security Patrol Officers, in carrying out their duties to protect persons or property within the District (pursuant to Paragraph 1 above), are citizens, and as such have the authority, and are authorized by the Board of Directors, to make arrests pursuant to Penal Code Section 837. The Security Chief, Security Sergeant and Security Patrol Officers may make citizen's arrests subject to the limitations described below, and any other policies or procedures established by the Manager or Security Chief.

The Security Chief, Security Sergeant and Security Patrol Officers are instructed to exercise their authority to make citizen's arrests in a reasonable and prudent manner. Except in a situation where life or substantial bodily injury is at risk, the District Security Officer shall first call the Sacramento County Sheriff's Department and make a written record of any observations, such as the license plate number of the vehicle(s) involved, the name(s) and/or a description of the person(s) involved, and any other pertinent information, as applicable, before taking any action to make a citizen's arrest.

The District shall indemnify the Security Chief, Security Sergeant and any Security Patrol Officers that voluntarily make a citizen's arrest for violation of state or local law occurring within the boundaries of Rancho Murieta Community Services District pursuant to the requirements of Penal Code Section 837, provided such Security Chief, Security Sergeant or Security Patrol Officer acted reasonably and pursuant to established District policy in making the arrest, as determined by the District Board of Directors. (See **Resolution No.2008-08**).

- 4) The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers shall respond to calls received from citizens and customers of the District and make a documented summary of observations and actions, if any.
- 5) The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers have no authority to act in their official capacity as employees of the District when not on duty. In addition, the Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers shall not wear their District uniforms when not on duty.
- 6) The hierarchy of authority that the Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers shall comply with is as follows: (1) state and local law; (2) the District Security Code; and (3) policies, procedures, and manuals implementing the provisions of the District Security Code.
- 7) The Security Chief, Security Sergeant, Security Patrol Officers and Security Gate Officers shall perform their duties in compliance with the training they have received.
- 8) The District may contract or enter into a joint or cooperative arrangement with any entity or person to provide security services to District residents, including but not limited to, RMA and the Sacramento County Sheriff's Department. (See **Security Code, Section 3.06**).

- 9) The District maintains liability coverage for the District and its employees with respect to all conduct of employees which is consistent with this Statement of Policy.

<b>Approved by CSD Board of Directors</b>	November 19, 2008
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