Cambridge Court Security & Safety Handbook

CCOCA

Property

M/C Office Condominium — 2701 N 16th Street, Phoenix, AZ 85006
Cambridge Court Office Condominium Association (CCOCA)

Property manager contacts information

Property Manager: Lisa Irvin Email: lisa.irvin@kidder.com

T 602.513.5131 **24 HOUR** 877.445.6782 Asset Service: KIDDER MATHEWS www.kidder.com

Verified Emergency & After-Hours Contacts

All numbers below have been updated as of November 2026 .

Contact	Use for	Phone
Emergency services	Immediate emergencies, active threats, or situations requiring an immediate response	911
21st Sentry Security	After-hours and daytime security concerns, 24/7 live dispatch, and scheduled nighttime patrols	Call the Patrol Driver : 480-233-8877 backup number : 623-556-7121
Edge Building Services	Evening gate-related issues during service hours or as directed by property management	(602) 531-4733
Phoenix PD Non-Emergency	Crimes or situations that do not require an immediate lights-and-siren response	(602) 262-6151

Security Protocols

Immediate emergencies

Call **911** first. Once safe, notify 21st Sentry Security at **(480)-233-8877** so they can coordinate with police and document the incident.

After-Hours & Daytime Security Response

21st Sentry Security provides the dedicated on-call security response service in addition to scheduled regular nighttime patrols, three times between 6:00 pm and 6:00 am.

- **Call (480)-233-8877** for any after-hours or daytime security concern that is not a 911 emergency, including a suspicious person, security concerns, or request for an officer to respond.
- A live dispatcher is **available 24/7**. Call the Patrol Driver at **480-233-8877**.
  If no answer, call the backup number at 623-556-7121.
  David Leisch: (480) 233-8877
  Richard Roll : (623) 556-7121

Gate & Building Access in the Evenings

Edge Building Services locks the gates at night.

- Contact Edge Building Services at **(602) 531-4733** for gate-related issues during their service hours or as directed by property management.
- Also provides janitorial service.

Non-Emergency Situations

Phoenix PD Non-Emergency: **(602) 262-6151**

Property management or board contacts should be used for routine maintenance or association matters; contact details are maintained separately by the Association.

When to Call Phoenix PD Non-Emergency

Call **(602) 262-6151** to report crimes or situations that do not require an immediate, lights-and-siren police response. Please also notify your property manager so they can help

coordinate the issues.

Situation	Examples
Property crimes	A past vehicle break-in, property theft, or vandalism where the suspect is no longer at the scene.
Nuisances	Loud noise complaints, minor traffic issues, or property damage.
Information & reports	Following up on an existing police report or asking general questions about local police services.

Important: If a situation is in progress, involves an active threat, or requires an immediate response, always call 911 instead.

General Safety Guidelines

- [ ] Always lock individual suite doors and secure valuables.
- [ ] Report suspicious activity promptly to 21st Sentry Security to request for an guard officer to respond.
- [ ] Do not confront unknown individuals; call 21st Sentry Security at (480) 233-8877 or 911.
- [ ] Immediate emergencies, active threats call 911 for police and (480) 233-8877 for Security guard officer or use the backup line at (623) 556-7121.
- [ ] Keep this handbook and the emergency numbers readily accessible in your suite and on your phone.

Review and Updates

Contact numbers and procedures should be reviewed periodically with the Association and service providers to ensure they remain current.

Quick reminder: Keep this handbook accessible, call 911 first for immediate emergencies, and use 21st Sentry Security at (480) 233-8877 for non-911 security concerns.