

SUPPLEMENTAL NOTICE OF DEDICATORY INSTRUMENTS
for
SPRING CREEK FOREST CIVIC ASSOCIATION

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

The undersigned, being the authorized representative of Spring Creek Forest Civic Association (the "Association"), a property owners' association as defined in Section 202.001 of the Texas Property Code, hereby supplements instrument entitled "Notice of Dedicatory Instruments for Spring Creek Forest Civic Association" recorded in the Official Public Records of Real Property of Harris County, Texas under Clerk's File No. RP-2021-102650 (the "Notice") was filed of record for the purpose of complying with Section 202.006 of the Texas Property Code.

Additional Dedicatory Instrument. In addition to the Dedicatory Instruments identified in the Notice, the following document is a Dedicatory Instrument governing the Association.

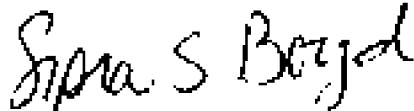
- **Surveillance Camera Policy for Spring Creek Forest Civic Association.**

A true and correct copy of such Dedicatory Instrument is attached to this Supplemental Notice.

This Supplemental Notice is being recorded in the Official Public Records of Real Property of Harris County, Texas for the purpose of complying with Section 202.006 of the Texas Property Code. I hereby certify that the information set forth in this Supplemental Notice is true and correct and that the copy of the Dedicatory Instrument attached to this Supplemental Notice is a true and correct copy of the original.

Executed on this 26th day of May, 2021.

SPRING CREEK FOREST CIVIC ASSOCIATION



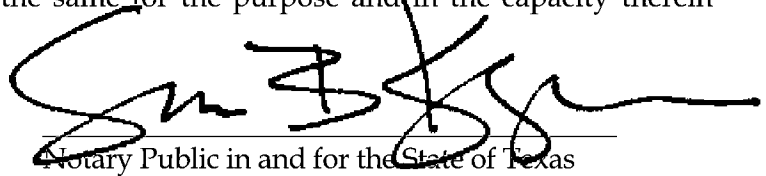
By:

Sipra S. Boyd, authorized representative

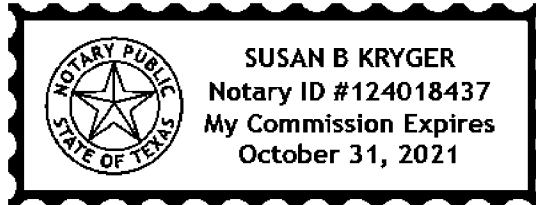
RP-2021-292691

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, the undersigned notary public, on this 26th day of May, 2021 personally appeared Sipra S. Boyd, authorized representative of Spring Creek Forest Civic Association, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purpose and in the capacity therein expressed.



Notary Public in and for the State of Texas



RP-2021-292691

SURVEILLANCE CAMERA POLICY
for
SPRING CREEK FOREST CIVIC ASSOCIATION

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I, Jessica Koss, Secretary of Spring Creek Forest Civic Association (the "Association"), certify that at a meeting of the Board of Directors of the Association (the "Board") duly called and held on the 27th day of April, 2021, with at least a quorum of the Board members being present and remaining throughout, and being duly authorized to transact business, this Surveillance Camera Policy ("Policy") was approved by not less than a majority of the Board members in attendance.

This policy establishes the purposes, procedures and guidelines for the placement and use of surveillance cameras owned and operated by Spring Creek Forest Civic Association ("Association") as well as access to and retrieval of digital images and information.

I. Purposes of Surveillance Cameras

The purposes include, but are not limited to:

1. Discouragement of violations of the rules and regulations for use of the Common Areas of the subdivision or the subdivision restrictions generally.
2. Prevention of the recurrence of such violations; and
3. Provision of assistance to law enforcement in investigating and/or prosecuting criminal activity on Common Areas.

The surveillance camera system ("**System**") *is not and shall not* be intended, considered, or used for the security or protection of private residences, privately owned property, owners, members, or their guests.

II. Placement of Surveillance Cameras

The surveillance cameras may be placed to view areas owned and controlled by the Association. These locations include, but are not limited to:

1. Entrances/exits to the subdivision.
2. Entrances/exits of Common Areas, including the entrance/exit of restrooms and

RP-2021-292691

around the perimeter of the Common Areas.

Surveillance cameras will not be placed in areas where Members and guests would have a reasonable expectation of privacy, (e.g. inside restrooms). Surveillance cameras will not be designed to purposefully view inside residents' homes (e.g. capture clear images inside homes). Home exteriors may be viewed incidentally in the course of capturing images of the Common Areas. Cameras are not installed to record Member activities except as they relate to actions in, on or about the Common Areas being recorded as provided herein.

III. Procedures Related to Operation of Surveillance Cameras

The following procedures will be followed:

1. Notices that surveillance cameras are in use shall be posted in locations as determined by the Board.
2. Access to and viewing of surveillance camera recordings are restricted and such restriction will be actively enforced. Access to surveillance camera recordings through direct streaming or current or archival storage mechanisms is limited to the following authorized personnel:
 - a. Association's Board Members
 - b. Contracted vendors and staff
3. Although the surveillance cameras are designed to record the targeted areas on a constant basis, the surveillance cameras are not intended to, will not be viewed, and/or monitored constantly by authorized personnel. The System will be viewed as the circumstances of activities dictate.
4. Access to the System will be restricted by passwords issued, and as necessary and appropriately changed from time to time, with approval by a majority of the Board, by the President of the Association or the Association management company.
5. For security and availability, these passwords will be stored at the Association management company and by the vendor engaged by the Association.

Password security will be layered commensurate with the access described below:

Position	View Recorded Images on DVR	Issue/Change Passwords
Association Board Members by Vote	Yes	Yes
Contracted System Vendor	Yes	No
Contracted System Vendor Staff	No	No
Association Managing Agent	Yes	Yes
Association Residents	No*	No
Law Enforcement Authority	Yes	No
Other	No*	No

* Limited access may be provided as outlined below

IV. Procedures Related to Access to Video/Digital Records and Archival Material

1. Video/digital records are stored in a cloud-based system maintained by the vendor engaged by the Association. Given the storage capacity and number of cameras deployed, available in-system video storage may be limited.
2. Video records may be regularly and systematically written over when the system reaches the limits of its storage space. Notwithstanding, upon receipt by the Association of appropriate notice from an authorized entity or government department with lawful right to access or jurisdiction over the subject matter, video records that are the subject of court action, criminal investigation and/or prosecution, or in the instance of the Association, restriction violation(s), and the like will be kept as long as required for future reference and proof.

3. The following will be authorized to access the video records according to the limitations provided in this Policy:
 - a. Association Board Members
 - b. Association managing agent
 - c. Vendor engaged by Association

Under special circumstances, not otherwise covered in this Policy, the Board acting as a whole, may grant specific limited access to the records for good reason. Neither the President of the Association nor any individual Board Member, acting individually, may grant any such access regardless of the basis therefor.

4. Besides the records stored in the cloud-based system, archival material can include flash drives, external hard drives, burned CD/DVDs, or other data storage means and devices.
5. The recorded material will be kept in the possession of the vendor engaged by the Association, and shall not be disseminated or distributed, in whole or in part, except that the vendor and/or Association Board may release it as follows:
 - a. To provide evidence of criminal activity to certified law enforcement officer investigating an open case upon presentation of a case number.
 - b. To respond to a subpoena from a court of competent jurisdiction; and
 - c. To provide evidence of a violation of restrictions applicable to the subdivision; or
 - d. To provide evidence of third-party damage to Common Areas or other amenities.
6. Information recorded may not be released directly to an owner, resident, or visitor for use in a domestic dispute, a neighbor-to-neighbor dispute, or for any other personal use.
7. Requests from law enforcement authorities to obtain recorded images (e.g., copies of images provided on CD/DVD, flash card, etc.) will be considered only if the request is related to documented incidents of criminal activity and upon presentation of a case number. Documentation of criminal activity include receipt of a police report indicating an open investigation or a subpoena by a court of competent jurisdiction.
8. All questions related to the System should be directed in writing to the Association management company.

V. Costs

The Association may charge the party who requested the recorded footage and/or information through a subpoena for the compilation, production or reproduction of the recorded footage and/or information, which costs may include all reasonable costs of materials, labor, and overhead.

VI. Not Security

The cameras are **not** maintained by the Association as a method of providing security within the subdivision, nor are the cameras intended to protect any owner's or individual's personal property. The Association, its directors, officers, employees and agents, will not in any way be considered an insurer or guarantor of security within the subdivision by maintaining the cameras, the recorded footage or other information.

VII. Disclaimer

The recorded footage and information may not always be available for a given location and time due to scheduled downtime of a camera, unscheduled downtime of a camera or technical issues of any component of the System. Likewise, weather conditions, lighting conditions, or other factors outside of the control of the Association and/or vendor may limit the availability of video data and/or may render such data, even when available, of no value. Accordingly, the Association in no way represents or guarantees that it will maintain recorded footage and/or information for every activity within the subdivision.

VIII. Amendment

The Association Board reserves the right to re-review and modify this Policy from time to time as the Association Board acting as a whole and in its sole collective discretion shall deem appropriate considering the day-to-day experience gained through the use and oversight of the System.

CERTIFICATION

I hereby certify that, as Secretary of Spring Creek Forest Civic Association, this Surveillance Camera Policy was approved on the 27th day of April, 2021, at a meeting of the Board of Directors at which a quorum was present.

DATED, this the 21st day of May, 2021.

Secretary *[Signature]*

STATE OF TEXAS §
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BEFORE ME, on this day personally appeared Jessica KASS, Secretary of Spring Creek Forest Civic Association, known by me to be the person whose name is subscribed to this instrument, and acknowledged to me that she/he executed the same for the purposes herein expressed, in the capacity herein stated, and as the act and deed of said corporation.

Given under my hand and seal this the 21st day of May, 2021.

[Signature]
Notary Public - State of Texas



RP-2021-292691

RP-2021-292691
Pages 9
05/26/2021 12:34 PM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$46.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or use of the described real property because of color or race is invalid and unenforceable under federal law.

THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED in the Official Public Records of Real Property of Harris County, Texas.



Teneshia Hudspeth
COUNTY CLERK
HARRIS COUNTY, TEXAS

RP-2021-292691