

Video Policy

WHEREAS, the property affected by this Video Policy is subject to certain dedications, covenants and restrictions (the "Declaration") set out in instruments recorded in the Official Public Records of Real Property at Montgomery County, Texas as follows:

- *Amended Restrictions for Sections One and Two* - Clerk's File No. 2007- 01605, Film Code No. 279-11-1297, *et seq.*, of the Official Public Records of Real Property of Montgomery County, Texas; and

WHEREAS, pursuant to the authority vested in Twin Shores Property Owners Association, Inc. (the "Association") in the Declaration and as required by the TEXAS PROPERTY CODE, the Board of Directors of the Association (the "Board") hereby promulgates the following Video Policy; and

WHEREAS, Video cameras have been installed in the Twin Shores marina and at the subdivision entrance for security purposes; and

WHEREAS, the Board desires and deems it in the best interest of the association to have a policy which governs the use of video cameras in the subdivision; and

WHEREAS, the Board wishes to establish a procedure for owners, during reasonable business hours, to view, and/or download surveillance video from video cameras; and

WHEREAS, it is desirable to impose certain reasonable restrictions to maintain control and minimize the disruption of normal business.

NOW, THEREFORE, BE IT RESOLVED that the following requirements are hereby established as video policy for the Association:

Video surveillance is of public spaces where a resident or guest does not have a reasonable expectation of privacy. Video recordings and live video footage are monitored and reviewed from time to time by the Board and persons designated by the Board to address overall security, marina condition and functionality concerns. Live video is not continuously monitored.

The video footage is being stored in a cloud-based system requiring large amounts of storage. The storage capacity is approximately two months. The Association is not responsible for system malfunctions and deleted or otherwise missing data. Requests for video footage by Twin Shores residents are to be made by certified mail in the same manner as prescribed in the Twin Shores 2011 Amended Bylaws regarding other records. Residents may:

- Request a copy of video footage. It is not possible to download timeframes longer than ten minutes, and even shorter timeframes require some time to download. The file sizes are likely to be too large to email. Storage media and download costs are the responsibility of the requestor and will only be honored on a time permitting basis.

- Request to view video footage with a board member or designee. Retrieving video footage is much quicker than downloading. These requests will also be honored a time permitting basis at the convenience of the board member or designee.
- Trying to retrieve video footage of an event without a close approximation of the date and time the event occurred may not be possible. Board members or designees are not obligated to spend inordinate amounts of time searching video data for a specific event.

Consistent with Part VI, Section 2 of the Declaration, law enforcement officers will be provided access to video footage upon request, and the Board reserves the right to make video data available to law enforcement in pursuit of any civil or criminal action conducted on behalf of the Association.

Property owners, family members and their guests are asked not to tamper with the cameras or recording systems. Responsibility for repair or replacement of a camera recording system by a guest, family member or owner rests with the property owner.