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AFFIDAVIT TO THE PUBLIC
7H Ranch Property Owners Association
Acceptable Use Policy (AUP) for Surveillance Cameras
Effective: May 9, 2017

STATE OF TEXAS §
 § KNOW ALL PERSONS BY THESE PRESENTS:
COUNTY OF COMAL §

WHEREAS, the safety of the community and protection of community property are deemed to be important concerns by Seven Hills Ranch property owners; and

WHEREAS, the By-Laws of the 7H Ranch Property Owners' Association, Inc. ("Association") states that the Board of Directors ("Board") "shall have the powers and duties necessary for the administration of the affairs of the Association and for the operation and maintenance of a first class residential development"; and

WHEREAS, within the scope and intent of the By-Laws of the Association to "protect and defend the Subdivision from loss and damage by suit or otherwise"; the Board has voted to allow the installation of surveillance cameras at the entrance common area to monitor mailbox pavilion activities, vehicles entering and vehicles exiting the subdivision.

NOW, THEREFORE, in order that video surveillance is not abused or misused, the Board has duly adopted the following "Acceptable Use Policy (AUP) for Surveillance Cameras" to govern the use and access to such video surveillance within the community:

1. This policy pertains to surveillance cameras installed in the common area by the Association and is exclusive of personal surveillance equipment installed by property owners on their own property. The Board may alter or rescind all or parts of this policy at any regular called meeting of the Board.
2. The primary purpose of Association installed surveillance cameras at the entrance area of 7H Ranch is to discourage criminal activity or vandalism by recording video or images of activity at the common area gate entrance and mailbox pavilion. This surveillance allows for after-the-fact forensic investigation.
3. If available, recorded images pertaining to criminal activity or vandalism would be reviewed by the board and turned over to appropriate law enforcement, other authorized investigating officials or to any another party in the event of subpoena or court order.
4. Video recordings or images captured by the Association's cameras are not made directly available to property owners and the Association should not be considered as an information service regarding recorded videos or images.
5. In the event that a crime occurs, property owners should report the incident to the police. If the police believe that Association recorded videos or images would assist in the investigation of the crime; recorded camera images would be reviewed and video clip(s) of specified dates and times will be produced on permanent media and these materials will be made available to the law enforcement official(s) assigned to the case.

Acceptable Use Policy (AUP) for Surveillance Cameras *(Continued)*

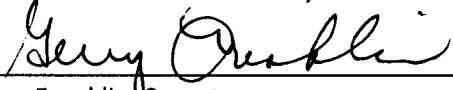
6. No expectation of security to Association members' private property or personal safety is implied by operation of the Association camera surveillance system. The surveillance system is not monitored on a real-time basis (no one is watching the cameras) and is not intended to detect or prevent crimes as they are occurring. 7H Ranch property owners are still responsible for their own security as indicated in ARTICLE XXVII of 7H Ranch Covenants.
7. It is the intent of the Board to "not review" recordings unless there is an incident that warrants investigation or police review. No video shall be published to the internet or streamed for public viewing. Public release of recorded images would only occur in cases where an investigation has taken place and authorities agree the release of images would be of benefit to the case.
8. Monitoring of live feeds and viewing of recorded images will occur from time to time to insure proper operation of the surveillance system equipment. The 7H Ranch Board of Directors will designate as many "Authorized Users" to login to access cameras and view, review or download recorded image data as it deems necessary. The 7H Ranch Property Owners' Association Board is ultimately responsible for deciding when surveillance footage needs to be viewed, reviewed, copied and released to others.
9. An "Authorized User" could be a designated 7H Ranch board member, a designated 7H Ranch property owner, any other paid or un-paid volunteer or an outside agent (company) under contract or agreement with the Association. An "Authorized User" is responsible for the operational management of the video surveillance system equipment and has exclusive control of camera recordings or images.
10. The President of the 7H Ranch Board is responsible for conveying the operational procedures to "Authorized Users" and ensuring compliance with this policy and any other applicable governmental regulations or law(s) that may apply.
11. Currently, camera videos and images are kept for a brief amount of time in the onboard storage of the recording equipment. When the storage device is full; newer recordings re-write over the older recordings. Older recordings are no longer available for viewing after a re-write. Digitally recorded data is generally stored by the camera surveillance equipment for a period of thirty days.
12. The Board has no desire or intention to retain recorded information from cameras except as required for investigations or evidence. If a recording clip is made and provided to law enforcement; a copy will be retained for archiving by the Association on separate media such as a DVD or memory stick. The date and time of the recording will be noted and annotated in the minutes of the next scheduled Board of Directors meeting.
13. On-going maintenance expenses or routine up-grades to the installed common area camera surveillance system components will be addressed by the Board on an "as-needed" basis. With exposure to extreme temperature swings of the non-climate controlled installation location; the typical life expectancy of the recording equipment and power supply is anticipated to be about 6 years. The Board reserves the right to discontinue common area camera surveillance at any time.

Acceptable Use Policy (AUP) for Surveillance Cameras (Continued)

14. The 7H Ranch Property Owners' Association Board is responsible and accountable for implementing, enforcing and monitoring the deployment, use and viewing of camera surveillance covering any common areas of the neighborhood as a means to deter crime, trespassing, vandalism, property damage, theft and other violations and to best serve community expectations regarding camera surveillance.


LET IT BE RESOLVED, that this "Acceptable Use Policy (AUP) for Surveillance Cameras" be adopted by the Association and adhered to and shall supersede all previous versions.

Approved and adopted by the 7H Ranch Board of Directors at a duly noticed Board of Directors meeting on this **9th** day of **May, 2017**.


Gerry Franklin, Secretary
Board of Directors
7H Ranch Property Owners' Association, Inc.

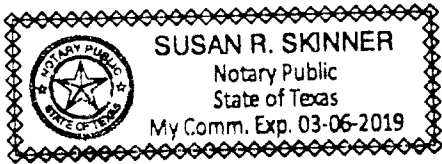
The undersigned hereby certifies that he is the qualified and acting executive officer of 7H Ranch Property Owners Association, Inc.; a non-profit corporation chartered under the laws of the State of Texas and this is a true and correct copy of the current Association document relating to the 7H Ranch "Acceptable Use Policy (AUP) for Surveillance Cameras".

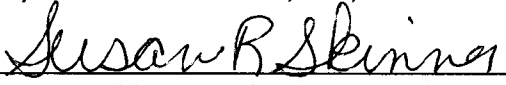
IN WITNESS WHEREOF, the undersigned has executed this affidavit on the **12th** day of **May, 2017**.


John T. Zunker, President
Board of Directors
7H Ranch Property Owners' Association, Inc.

STATE OF TEXAS §
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COUNTY OF COMAL §

This instrument was acknowledged before me on the 12 day of May 2017, by John T. Zunker, duly authorized agent for 7HR Property Owners Association, Inc., on behalf of said Association.




Susan R. Skinner
Notary Public in and for the State of Texas

Filed and Recorded
Official Public Records
Bobbie Koepf, County Clerk
Comal County, Texas
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