

ROSEWOOD HILL HOMEOWNERS ASSOCIATION, INC.
RECORDS RETENTION POLICY

WHEREAS, the Rosewood Hill Homeowners Association, Inc. (the "Association"), a Texas non-profit corporation, which is governed by its Board of Directors (the "Board"), is the governing entity of the Rosewood Hill, Sections One through Six Subdivisions, and authorized to enact this Policy; and

WHEREAS, these Regulations apply to the operation and utilization of property within the Rosewood Hill, Sections One through Six Subdivisions, additions in Harris County, Texas, as set forth in Exhibit "A" hereto (referred to as "Subdivision"; and

WHEREAS, Chapter 209 of the Texas Property Code was amended, effective January 1, 2012, to add Section 209.005(m), which requires the Association to adopt and record a policy regarding retention of Association Books and Books and Records and the Board of Directors of the Association desires to establishes such guidelines; and

NOW THEREFORE, the Board of Directors of the Association hereby adopts the following Records Retention Policy pursuant to Chapter 209.005(m) of the Texas Property Code and the authority granted to the Board by the provisions of the By-laws:

This Records Retention Policy was approved by the Board of Directors for the Rosewood Hill Homeowners Association, Inc., on the 8th day of August, 2012, to be effective January 1, 2012.

The Association shall maintain its records as follows:

| <u>RECORD</u> | <u>RETENTION PERIOD</u> |
|--|---------------------------------------|
| Certificate of Formation/ Articles of Incorporation, Bylaws, Declarations and all amendments to those documents. | PERMANENT |
| Association Tax Returns and Tax Audits | SEVEN (7) YEARS |
| Financial Books and Records | SEVEN (7) YEARS |
| Account Records of Current Owners | FIVE (5) YEARS |
| Contracts with a term of more than one year | FOUR (4) YEARS AFTER CONTRACT EXPIRES |
| Minutes of Member Meetings and Board Meetings | SEVEN (7) YEARS |

Records not listed above are not subject to mandatory retention, but may be retained at the Association's discretion.

The Association, through its Board of Directors, shall have and may exercise discretionary authority concerning the restrictive covenants contained herein.

CERTIFICATION

"I, the undersigned, being the _____ President _____ of the Rosewood Hill Homeowners Association, Inc., hereby certify that the foregoing Resolution was adopted by at least a majority of the Association Board of Directors."

By: Joe Sampson

Print name: Joe Sampson

ACKNOWLEDGEMENT

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared Joe Sampson,

President _____ of the Rosewood Hill Homeowners Association, Inc., and known by me to be
the person whose name is subscribed to the foregoing document and, being by me first duly sworn,
declared that he is the person who signed the foregoing document in his representative capacity and
that the statements contained therein are true and correct.

Given under my hand and seal of office this the 8th day of August, 2012.

Darryl Ann Akerman
Notary Public, State of Texas

RETURN TO:

Holt & Young, P.C.
11200 Richmond Ave., Suite 450
Houston, Texas 77082



FIELD NOTES

Being 40.0000 acres of land in the Solomon Brown League, Abstract 7,
Harris County, Texas, more particularly described as follows:

BEGINNING at an iron rod in the East line of Tract No. 1 as described
in that certain deed dated March 16, 1955, from H.F. Culver and wife,
Winifred Culver, to Sweeney J. Eschring, recorded in Volume 2920,
Page 671 of the Harris County Deed Records at the intersection with the
North line of F.M. 2920;

THENCE South 83 degrees 30 minutes 18 seconds West 7.33 feet along the
North line of F.M. 2920 to a fence corner;

THENCE North 46 degrees 00 minutes 17 seconds West 108.51 feet along
the North line of F.M. 2920 to an iron pipe;

THENCE North 04 degrees 50 minutes 39 seconds West 715.62 feet to an
iron pipe at the Southeast corner of the 0.74 acre Re ad tract,
recorded in Volume 1817, Page 376;

THENCE North 2188.23 feet;

THENCE East 777.26 feet;

THENCE South 00 degrees 20 minutes 41 seconds West 667.30 feet to an
iron rod;

THENCE South 00 degrees 51 minutes 25 seconds East 1659.91 feet to
the PLACE OF BEGINNING and containing 40.0000 acres of land.

W. B. BURKIN
Registered Engineer
Reg. No. 8491

THIS INSTRUMENT IS NOT VALID UNLESS
RECORDED IN THE PUBLIC RECORDS OF THE
COUNTY OF HARRIS, TEXAS, AND THE
COUNTY CLERK HAS BEEN ADVISED BY
THE REGISTERED ENGINEER OF THE
COUNTY OF HARRIS, TEXAS, THAT
THE INSTRUMENT IS NOT VALID UNLESS
RECORDED IN THE PUBLIC RECORDS OF THE
COUNTY OF HARRIS, TEXAS, AND THE
COUNTY CLERK HAS BEEN ADVISED BY
THE REGISTERED ENGINEER OF THE
COUNTY OF HARRIS, TEXAS, THAT

EXHIBIT "A"

(6 pgs.)

Records Retention Policy

FIELD NOTES

Being 10,600 acres of land out of that portion of the Jack Frey
 Proportion, Inc., 245,991 acre tract of land in the Salomon Brown
 Survey, Abstract 7, Harris County, Texas; said 10,600 acres being
 more particularly described as follows:

COMMENCING at an iron rod in the East line of Tract No. 1 as de-
 scribed in that certain deed dated March 16, 1955, from H. F. Culver
 and wife, Winifred Culver, to Sweeney J. Dohring, and recorded in
 Volume 2920, Page 671 of the Harris County Deed Records at its inter-
 section with the North line of E. M. Ross No. 2970;

THENCE North 1717.71 feet and West 798.08 feet to an iron rod set
 marking the Southeast corner and the PLACE OF BEGINNING of the herein
 described 10,600 acre tract;

THENCE North 89 degrees 40 minutes 17 seconds West 874.78 feet to
 an iron rod set for corner;

THENCE North 00 degrees 30 minutes 53 seconds East and 24.00 feet
 passing an iron pipe at a re-entrant corner to the 245,991 acre
 tract and continuing on along the middle West line of said 245,991
 acre tract a total distance of 460.19 feet to an iron rod set for
 corner;

THENCE South 89 degrees 49 minutes 11 seconds East 749.95 feet to
 an iron rod set for corner;

THENCE North 00 degrees 19 minutes 49 seconds East 155.08 feet to
 an iron rod set for corner in a fence line;

THENCE North 88 degrees 45 minutes 42 seconds East 481.15 feet along
 a fence line to an iron rod set for corner;

THENCE South 00 degrees 00 minutes 36 seconds East 20.85 feet to an
 iron rod marking the Northwest corner of Roswood Hill, Section One,
 an unrecorded subdivision;

THENCE South 849.30 feet to the PLACE OF BEGINNING and containing
 10,600 acres of land.

W. B. BUNZIN
 REGISTERED ENGINEER
 REG. NO. 8491

RECORDED & INDEXED
 This instrument is not subject to the usual
 recording fee in Harris County, Texas, but
 shall be recorded as a deed, and the
 record shall be made in the public
 records of Harris County, Texas, and
 the fee shall be as provided by law.

FIELD NOTES

Being 30.8212 acres of land out of that portion of the Jack Frey
 Proportion, Inc., 245.991 acre tract of land in the Solomon Brown
 Survey, Abstract 7, Harris County, Texas; said 30.8212 acres being
 more particularly described as follows:

COMMENCING at an iron rod in the East line of Tract No. 1, as de-
 scribed in that certain deed dated March 16, 1935, from H. F. Culver
 and wife, Minnie Culver, to Shewey J. Doherty, and recorded in
 Volume 2920, Page 671 of the Harris County Deed Records at its inter-
 section with the North line of E. M. Road No. 2920;

THENCE North 23°47.85' East and West 798.08 feet to an iron rod not
 marking the Southeast corner and the PLACE OF BEGINNING of the herein
 described 30.8212 acre tract;

THENCE South 88 degrees 45 minutes 42 seconds West 481.15 feet along
 a fence line to an iron rod not for corner;

THENCE South 00 degrees 10 minutes 49 seconds West 155.00 feet to an
 iron rod not for corner;

THENCE North 89 degrees 49 minutes 11 seconds West 349.95 feet to an
 iron rod not for corner in the middle West line of said 245.991 acre
 tract;

THENCE North 00 degrees 20 minutes 53 seconds East 50.00 feet to an
 iron rod and North 00 degrees 09 minutes 17 seconds East 1658.18 feet
 along the middle West line of said 245.991 acre tract to an iron pipe
 marking the middle Northwest corner of said 245.991 acre tract;

THENCE South 89 degrees 25 minutes 39 seconds East 826.46 feet to an
 iron pipe marking the most Northerly re-entrant corner of said 245.991
 acre tract;

THENCE South 00 degrees 00 minutes 30 seconds West 1551.29 feet to
 the PLACE OF BEGINNING and containing 30.8212 acres of land.

W. H. BURKIN
 W. H. BURKIN
 REGISTERED ENGINEER
 NO. NO. 8491

ROSEWOOD HILL SECTION FOUR(4)

A SUBDIVISION OF 181.4455 ACRES OUT OF THE SOLOMON BROWN SURVEY, A-7, HARRIS COUNTY, TEXAS, SAID SUBDIVISION BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at a 5/8" iron rod in the east line of Rosewood Hill Section One, said rod being N00°51'25"W a distance of 381.40 feet as measured along the said east line of Rosewood Hill Section One from the north line of F.M. 2920;

THENCE N00°51'25"W with the east line of Rosewood Hill Section One a distance of 1278.51 feet to a 5/8" iron rod for a point;

THENCE N00°20'41"E still with the east line of Rosewood Hill Section One a distance of 667.30 feet to a 1/2" iron rod for a corner;

THENCE West a distance of 777.26 feet to a 1/2" iron rod for a corner in the west line of Rosewood Trail;

THENCE N00°00'48"W a distance of 1572.14 feet to a 1" iron pipe for a point;

THENCE N00°07'56"E a distance of 3862.42 feet to a point in the center of Spring Creek;

THENCE along the center of Spring Creek the following twenty courses and distances, viz:

N40°30'44"E-109.87 feet, N04°33'36"E-163.52 feet, N65°24'54"E-168.25 feet, N42°30'38"E-97.67 feet, N01°12'02"W-143.03 feet, N57°42'34"E-170.34 feet, N41°33'46"E-68.05 feet, N65°16'22"E-83.67 feet, S86°25'25"E-48.09 feet, N71°51'43"E-61.03 feet, S68°29'15"E-32.04 feet, S72°41'24"E-115.88 feet, S44°44'10"E-215.25 feet, S58°22'43"E-179.14 feet, N72°24'57"E-159.80 feet, S85°56'25"E-182.15 feet, N73°01'11"E-231.67 feet, N47°04'58"E-172.74 feet, N66°58'22"E-420.07 feet, and N61°21'32"E-83.51 feet;

THENCE S00°53'26"E leaving the center of Spring Creek, a distance of 958.53 feet to a point for a corner;

THENCE S71°00'00"W a distance of 1188.43 feet to a point for a corner;

THENCE S00°06'19"W a distance of 3730.00 feet to a 5/8" iron rod for a corner;

THENCE S89°14'27"W a distance of 132.85 feet to a 5/8" iron rod for a corner;

THENCE S00°42'09"E a distance of 2142.76 feet to a 5/8" iron rod for a point;

THENCE S00°36'59"E a distance of 1011.77 feet to a 5/8" iron rod for a corner, said rod being 356.94 feet from the north line of F.M. 2920;

THENCE S00°51'40"W a distance of 202.37 feet to the Point of Beginning and containing 181.4455 Acres of land, more or less.

RECORDERS MEMORANDUM

At the time of recording, this instrument was found to be defective for the following reasons: carbon or other non-permanent paper, etc. At book, edition and changes were made at the time the instrument was filed and recorded.



SEC V - COMPLETE

FIELD NOTES
Rosewood Hill, Sec. 5

Being 10.2211 acres of land out of a 245.991 acre tract of land and being known as Rosewood Hill, Section 5, an unrecorded subdivision of 10.2211 acres in the Solomon Brown Survey, Abstract 7, Harris County, Texas and being out of that certain 245.991 acres of land as described in deed to Jack Frey Properties, Inc., and recorded under File Number F144342 of the Real Property Records of Harris County, Texas; said Rosewood Hill, Section 5 being more particularly described as follows:

COMMENCING at the Southwest corner of Rosewood Hill, Section 1, an unrecorded subdivision of 40.0000 acres out of said 245.991 acres and being in the North line of F. M. Road No. 2920;

THENCE North 654.09 feet and West 798.08 feet to an iron rod marking the Southeast corner and the PLACE OF BEGINNING of the herein described 10.2211 acre tract;

THENCE West 502.28 feet to an iron rod for corner;

THENCE North 00 degrees 08 minutes 31 seconds West 469.92 feet to an iron rod for corner;

THENCE East 178.84 feet to an iron rod for corner;

THENCE North 595.41 feet to an iron rod for corner;

THENCE South 89 degrees 40 minutes 17 seconds East 324.51 feet to an iron rod for corner in the West line of Rosewood Trail (60 feet wide);


THENCE South 518.93 feet along the West line of said Rosewood Trail to the P. C. of a curve to the left;

THENCE Southeasterly 250.97 feet along said curve to P. T., having a radius of 303.46 feet, and a central angle of 47 degrees 23 minutes 09 seconds;

THENCE South 47 degrees 23 minutes 09 seconds East 49.71 feet along the Southeast line of said Rosewood Trail to corner;

THENCE South 60 degrees 00 minutes 00 seconds West 155.40 feet to corner;

THENCE South 210.00 feet to the PLACE OF BEGINNING and containing 10.2211 acres of land.


W. B. BURKLIN
REGISTERED ENGINEER
REG. NO. 8491

EASLEY SURVEYING CO.

P.O. BOX 13
TOMBALL TEXAS 77375
(713) 351-9466
February 27, 1979

FIELD NOTES

ROSEWOOD HILL

SECTION SIX

ALL THAT CERTAIN TRACT OR PARCEL OF LAND CONTAINING 103.5934 ACRES AND SHOWN AS SECTION SIX ON A PLAT OF ROSEWOOD HILL, AN UNRECORDED SUBDIVISION IN THE SOLOMON BROWN SURVEY, A-7, HARRIS COUNTY, TEXAS, SAID SECTION SIX BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at the southeast corner of Rosewood Hill Section Six, said point also being the southeast corner of a 172.5776 acre tract in the Solomon Brown Survey, A-7, Harris County, Texas, said 172.5776 acre tract being that certain tract shown on a plat by W. B. Burklin, Registered Engineer, dated December 9, 1977:

THENCE S 89° 09' 25" W along the south line of said 172.5776 acre tract, a distance of 1190.05 feet to a point;

THENCE N 00° 09' 19" E a distance of 2325.08 feet to a point;

THENCE N 00° 06' 19" E a distance of 1404.74 feet to a point;

THENCE N 71° 00' 00" E a distance of 1177.51 feet to a point in the east line of said 172.5775 acre tract;

THENCE S 00° 54' 36" E along the east line of said 172.5776 acre tract, a distance of 160.22 feet to a point;

THENCE S 00° 59' 25" E along the east line of said 172.5776 acre tract, a distance of 1531.41 feet to a point;

THENCE S 00° 55' 17" E along the east line of said 172.5776 acre tract, a distance of 2404.58 feet to the POINT OF BEGINNING and containing 103.5934 acres of land.



B. E. Easley
B. E. Easley
Registered Public Surveyor
Texas Registration No. 1844

RECORDER'S MEMORANDUM:

At the time of recordation, this instrument was found to be inadequate for the best photographic reproduction because of illegibility, carbon or photo copy, discolored paper, etc. All blockouts, additions and changes were present at the time the instrument was filed and recorded.

RECORDER'S MEMORANDUM
AT THE TIME OF RECORDATION, THIS INSTRUMENT WAS FOUND TO BE INADEQUATE FOR THE BEST PHOTOGRAPHIC REPRODUCTION BECAUSE OF ILLEGIBILITY, CARBON OR PHOTO COPY, DISCOLORED PAPER, ETC.

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

AUG 17 2012



Stan Stewart
COUNTY CLERK
HARRIS COUNTY, TEXAS

FILED FOR RECORD
8:00 AM

AUG 17 2012

Stan Stewart
County Clerk, Harris County, Texas