

TRI-COUNTY POINT PROPERTY OWNERS ASSOCIATION

14 County Road 480
Palacios, Texas 77465-1642
Tel. No. 361.972.3998 / Email: vp@tricountypoa.com

RECORDS RETENTION POLICY

TRI-COUNTY POINT PROPERTY OWNERS ASSOCIATION (the "Association") is a Texas Non-Profit Corporation and a property owners' association. The undersigned, being the Association's President and a Director of the Association, submits this instrument on behalf of the Association. This instrument supersedes any prior Association Records Retention Policy filed by the Association. The Association certifies as to the following:

- I. The name of the Subdivision(s) is/are BOCA CHICA, Sections One (1) through Eight (8), inclusive.
- II. The name of the Corporation is TRI-COUNTY POINT PROPERTY OWNERS ASSOCIATION, sometimes referred to herein as the "Association."
- III. The Association has jurisdiction over the Boca Chica Subdivision, Sections One (1) through Eight (8), inclusive. The maps or plats, respectively, are recorded in the Plat Records of Jackson County, Texas, as follows:
 - 1) Section One (1)-- Slide 156-B;
 - 2) Section Two (2)-- Slide 157-A;
 - 3) Section Three (3), Phase One (1)-- Slide 160-B;
 - 4) Section Three (3), Phase Two (2)-- Slides 161-A and 161-B;
 - 5) Section Four (4)-- Slides 162-A and 162-B;
 - 6) Section Five (5)-- Slide 163-B;
 - 7) Section Six (6)-- Slide 170-A;
 - 8) Section Seven (7)-- Slides 169-A and 169-B; and
 - 9) Section Eight (8)-- Slides 171-A and 171-B.
- IV. The "Restrictions" for each Section of Boca Chica Subdivision are recorded in the Deed Records of Jackson County, Texas, as follows:
 - 1) Sections One (1) and Two (2) -- Vol. 618, P. 1035 et. seq. and Vol. 619, P. 451 et. seq.;
 - 2) Section Three (3), Phases One (1) and Two (2), Section Four (4) -- Vol. 627, P. 1018 et. seq.;
 - 3) Section Five (5) -- Vol. 648, P. 208 et. seq.;
 - 4) Section Six (6) -- Vol. 667, P. 820 et. seq.;
 - 5) Section Seven (7) -- Vol. 667, P. 829 et. seq.; and
 - 6) Section Eight (8) -- Vol. 680, P. 1052 et. seq.



- V. **Records Retention.** This Records Retention Policy was approved by at least a majority vote of the Board of Directors of TRI-COUNTY POINT PROPERTY OWNERS ASSOCIATION (the "Board"), at a duly called open Meeting of the Board, at which Meeting a quorum was present.

The Association shall maintain its records as follows:

<u>RECORDS</u>	<u>RETENTION PERIOD</u>
1. Certificate of Formation/Articles of Incorporation, By-Laws, Declarations and all amendments to those documents.	<u>Permanent</u>
2. Financial Books and Records	<u>Seven (7) years</u>
3. Account Records of Current Owners	<u>Five (5) years</u>
4. Contracts with a term of one year or more	<u>Four (4) years after Contract expires</u>
5. Minutes of Member Meetings and Board Meetings	<u>Seven (7) years</u>
6. Association Tax Returns and Tax Audits	<u>Seven (7) years</u>

Records not listed above are not subject to retention. Relative to the above-listed records, upon expiration of the retention date, the applicable record(s) shall not be considered a part of the Association's books and records and may be destroyed.

(Certification, Signature and Acknowledgment are Contained on Page 3 Hereof)

CERTIFICATION

“I, the undersigned, being the President of TRI-COUNTY POINT PROPERTY OWNERS ASSOCIATION, hereby certify that the foregoing Records Retention Policy Resolution was adopted by at least a majority of the Association’s Board of Directors, and such Records Retention Policy Resolution has never been modified or repealed, and is now in full force and effect.”

TRI-COUNTY POINT PROPERTY OWNERS ASSOCIATION



Printed Name: CLINT HAMMONDS

Position Held: President and Director

ACKNOWLEDGMENT

THE STATE OF TEXAS §
§
COUNTY OF JACKSON §

BEFORE ME, A NOTARY PUBLIC, on this day personally appeared CLINT HAMMONDS, President of TRI-COUNTY POINT PROPERTY OWNERS ASSOCIATION, a Texas Non-Profit Corporation, known to me to be the person whose name is subscribed to the foregoing instrument and, being by me first duly sworn and declared that she executed same in the capacity and for the consideration therein expressed, and as the act and deed of such Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 12 day of January, 2022 ^{##}



NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS



FILED and RECORDED

Instrument Number: 2022-00159 B: OR V: 653 P: 752

Filing and Recording Date: 01/12/2022 02:02:19 PM Recording Fee: 34.00

I hereby certify that this instrument was FILED on the date and time stamped heron and RECORDED in the OFFICIAL PUBLIC RECORDS of Jackson County, Texas.



A handwritten signature in black ink, appearing to read "K.R. Brooks".

Katherine R. Brooks, County Clerk
Jackson County, Texas

ANY PROVISION CONTAINED IN ANY DOCUMENT WHICH RESTRICTS THE SALE, RENTAL, OR USE OF THE REAL PROPERTY DESCRIBED THEREIN BECAUSE OF RACE OR COLOR IS INVALID UNDER FEDERAL LAW AND IS UNENFORCEABLE.