

PROPERTY OWNERS' ASSOCIATION
MANAGEMENT CERTIFICATE
for
SUNTERRA PROPERTY OWNERS ASSOCIATION, INC.

THE STATE OF TEXAS §
 §
COUNTIES OF HARRIS AND WALLER §

The undersigned, being the Managing Agent for Sunterra Property Owners Association, Inc. ("**Association**"), a non-profit corporation organized and existing under the laws of the State of Texas, submits the following information pursuant to Section 209.004 of the Texas Property Code which supersedes any prior Management Certificate filed by the Association:

1. Name of Subdivision: The name of the subdivision is Sunterra.
2. Name of Association: The name of the Association is Sunterra Property Owners Association, Inc.
3. Recording Data for the Subdivision:

Suntterra, a subdivision in Harris County and Waller County, described by metes and bounds in Exhibit "A" attached to the document described below under 4.a.(2) and 4.b.(2).

Suntterra, Section One (1), a subdivision in Waller County, Texas, according to the map or plat thereof recorded under File No. 2108105 of the Map Records of Waller County, Texas and all amendments to or replats of said maps or plats, if any.

Suntterra, Section Two (2), a subdivision in Waller County, Texas, according to the map or plat thereof recorded under File No. 2108106 of the Map Records of Waller County, Texas and all amendments to or replats of said maps or plats, if any.

Suntterra, Section Three (3), a subdivision in Waller County, Texas, according to the map or plat thereof recorded under File No. 2108107 of the Map Records of Waller County, Texas and all amendments to or replats of said maps or plats, if any.

Suntterra, Section Four (4), a subdivision in Waller County, Texas, according to the map or plat thereof recorded under File No. 2108108 of the Map Records of Waller County, Texas and all amendments to or replats of said maps or plats, if any.

Sunterra, Section Five (5), a subdivision in Waller County, Texas, according to the map or plat thereof recorded under File No. 2110450 of the Map Records of Waller County, Texas and all amendments to or replats of said maps or plats, if any.

Sunterra, Section Six (6), a subdivision in Waller County, Texas, according to the map or plat thereof recorded under File No. 2110193 of the Map Records of Waller County, Texas and all amendments to or replats of said maps or plats, if any.

Sunterra, Section Seven (7), a subdivision in Waller County, Texas, according to the map or plat thereof recorded under File No. 2112031 of the Map Records of Waller County, Texas and all amendments to or replats of said maps or plats, if any.

Sunterra, Section Eleven (11), a subdivision in Waller County, Texas, according to the map or plat thereof recorded under File No. 2110194 of the Map Records of Waller County, Texas and all amendments to or replats of said maps or plats, if any.

4. Recording Data for the Declaration:*

a. Documents:

- (1) Declaration of Covenants, Conditions and Restrictions for Sunterra.
- (2) First Amendment to Declaration of Covenants, Conditions and Restrictions for Sunterra.
- (3) Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section One (1), a Subdivision in Waller County, Texas.
- (4) Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section Two (2), a Subdivision in Waller County, Texas.
- (5) Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section Three (3), a Subdivision in Waller County, Texas.
- (6) Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section Four (4), a Subdivision in Waller County, Texas.
- (7) Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section Five (5), a Subdivision in Waller County, Texas.
- (8) First Amendment to Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section Five (5), a Subdivision in Waller County, Texas.

- (9) Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section Six (6), a Subdivision in Waller County, Texas.
- (10) Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section Seven (7), a Subdivision in Waller County, Texas.
- (11) Supplemental Declaration of Covenants, Conditions and Restrictions for Sunterra, Section Eleven (11), a Subdivision in Waller County, Texas.

b. Recording Information:

- (1) Harris County Clerk's File No. RP-2021-21971 and Waller County Clerk's File No. 2100543.
- (2) Harris County Clerk's File No. RP-2021-427882 and Waller County Clerk's File No. 2108796.
- (3) Harris County Clerk's File No. RP-2021-445731 and Waller County Clerk's File No. 2109102.
- (4) Harris County Clerk's File No. RP-2021-445732 and Waller County Clerk's File No. 2109103.
- (5) Harris County Clerk's File No. RP-2021-445733 and Waller County Clerk's File No. 2109104.
- (6) Harris County Clerk's File No. RP-2021-445734 and Waller County Clerk's File No. 2109105.
- (7) Harris County Clerk's File No. RP-2021-526660 and Waller County Clerk's File No. 2110633.
- (8) Harris County Clerk's File No. RP-2021-602436 and Waller County Clerk's File No. 2112240.
- (9) Harris County Clerk's File No. RP-2021-526661 and Waller County Clerk's File No. 2110634.
- (10) Harris County Clerk's File No. RP-2021-612136 and Waller County Clerk's File No. 2112426.
- (11) Harris County Clerk's File No. RP-2021-526662 and Waller County Clerk's File No. 2110635.

5. Name and Mailing Address of the Association: The name and mailing address of the Association is Sunterra Property Owners Association, Inc. c/o Principal Management Group of Houston, 11000 Corporate Centre, Suite 150, Houston, Texas 77041.
6. The Contact Information for the Association's Designated Representative: The contact information of the designated representative of the Association is: PMG Conveyance Department, Principal Management Group of Houston. Address: 11000 Corporate Centre, Suite 150, Houston, Texas 77041. Phone No.: 713.329.7100. Email Address: webmaster@pmghouston.com.
7. The Association's Dedicatory Instruments are Available to Members Online at: www.townsq.io.

8. The Amount and Description of the Fees and Other Charges Charged by the Association in Connection with a Property Transfer:

Description	Fee
New Account Set Up Fee	\$ 45.00
Resale Certificate Fee	\$ 340.00
Resale Certificate Update Fee	\$ 75.00
Legacy Account Closure Fee	\$ 220.00
Refinance Statement of Account	\$ 75.00
Expedite Fee for Resale Certificate prior to 10 business day delivery obligation	\$175.00 1 day expedite; \$125.00 3 day expedite
PMG Transfer Fee	\$ 220.00
Operating Fund Capitalization Fee [Declaration Article V, Section 5.7]	Each owner, (other than the Developer, a Declarant or a Builder as defined in the Declaration) upon acquiring title to a lot, shall pay an Operating Fund Capitalization Fee in an amount equal to 50% of the then-current Annual Assessment. The current Operating Fund Capitalization Fee is \$375.00. For future years, the Operating Fund Capitalization Fee amount must be confirmed with the Association.
Reserve Fund Capitalization Fee [Declaration Article V, Section 5.8]	Upon transfer of ownership of a lot by a builder only, the lot is subject to a Reserve Fund Capitalization Fee in an amount equal to 1/4 th of the then-current Annual Assessment. The current Reserve Fund Capitalization Fee is \$187.50. For future years, the Reserve Fund Capitalization Fee amount must be confirmed with the Association.
Administrative Fee [Declaration Article V, Section 5.9]	An Administrative Fee will be charged in connection with the sale of a lot in the amount not to exceed 1/3 rd of the Annual Assessment. The current Administrative Fee is \$250.00. For future years, the Administrative Fee amount must be confirmed with the

<p>Adopt A School Assessment [Declaration Article V, Section 5.10]</p>	<p>Association.</p> <p>The Adopt A School Assessment is as follows: (a) upon first transfer of a lot from a builder to a purchaser, \$100.00 to be paid by the builder/seller and \$100.00 to be paid by the purchaser; and (b) upon each subsequent transfer, the purchaser is required to pay a sum equal to 1/4th of the then-current Annual Assessment. The current Adopt a School Assessment is (a) \$200.00 or (b) \$187.50. For future years, the Adopt a School Assessment must be confirmed with the Association.</p>
<p>Community Enhancement Fee [Declaration Article V, Section 5.15]</p>	<p>Any purchaser of a lot other than the Developer, the Declarant, or a Builder (as those terms are defined in the Declaration) must pay a Community Enhancement Fee in the amount \$950.00.</p>

Executed on this 2 day of November, 2021.

**SUNTERRA PROPERTY OWNERS
ASSOCIATION, INC.**

By: Principal Management Group of Houston,
Managing Agent

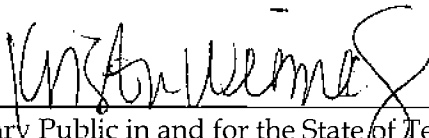


Rachel Richmond, Community Director

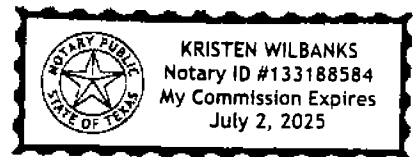
*This Management Certificate does not purport to identify every publicly recorded document affecting the Subdivision, or to report every piece of information pertinent to the Subdivision. Rather, the purpose of this Management Certificate is to provide information sufficient for a title company or others to correctly identify the Subdivision and to contact the Association. No person should rely on this Management Certificate for anything other than instructions for identifying and contacting the Association.

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, the undersigned notary public, on this 2 day of November 2021 personally appeared Rachel Richmond, Community Director for Principal Management Group of Houston, Managing Agent for Sunterra Property Owners Association, Inc., 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-2021-635516
Pages 7
11/03/2021 01:32 PM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$38.00

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-2021-635516