

**AMENDED MANAGEMENT CERTIFICATE  
OF  
PINON CREEK HOMEOWNERS ASSOCIATION, INC.**

This document supersedes all previous Management Certificates. The undersigned, being an officer of Pinon Creek Homeowners Association, Inc., and in accordance with Section 209.004 of the Texas Property Code, does hereby certify as follows:

1.     The name of the Subdivision: Pinon Creek
2.     The name of the Association: Pinon Creek Homeowners Association, Inc., a Texas nonprofit corporation.
3.     The recording data for the Subdivision:

Declaration of Covenants, Conditions and Restrictions for Pinon Creek recorded under Document No. 20010116783, Official Public Records of Bexar County, Texas.

First Amendment to Declaration of Covenants, Conditions and Restrictions for Pinon Creek recorded under Document No. 20010219409, Official Public Records of Bexar County, Texas.

Amendment to Declaration to Declaration of Covenants, Conditions and Restrictions for Pinon Creek recorded under Document No. 20050117809, Official Public Records of Bexar County, Texas.

4.     The recording data for the Declaration:

Declaration of Covenants, Conditions and Restrictions for Pinon Creek recorded under Document No. 20010116783, Official Public Records of Bexar County, Texas.

First Amendment to Declaration of Covenants, Conditions and Restrictions for Pinon Creek recorded under Document No. 20010219409, Official Public Records of Bexar County, Texas.

Amendment to Declaration to Declaration of Covenants, Conditions and Restrictions for Pinon Creek recorded under Document No. 20050117809, Official Public Records of Bexar County, Texas.

Articles of Incorporation and Bylaws for Pinon Creek recorded under Document No. 20010163956, Official Public Records of Bexar County, Texas.

Resolution: Payment Plan Guidelines for Pinon Creek recorded under Document No. 20120008514, Official Public Records of Bexar County, Texas.

Resolution: Retention Policy and Records Production and Copying Policy for Pinon Creek recorded under Document No. 20120008514, Official Public Records of Bexar County, Texas.

Resolution: Statement of Fine Policy, Collection and Payment Plan Policy for Pinon Creek recorded under Document No. 20170252850, Official Public Records of Bexar County, Texas.

Resolution: Policy for Open Board Meetings for Pinon Creek recorded under Document No. 20170228448, Official Public Records of Bexar County, Texas.

Resolution: Compliance and Force Maintenance for Pinon Creek recorded under Document No. 2023003121, Official Public Records of Bexar County, Texas.

Resolution: Assessment Collections for Pinon Creek recorded under Document No. 20230178253, Official Public Records of Bexar County, Texas.

5. The name and mailing address of the Association: Pinon Creek Homeowners Association, Inc., c/o Lifetime HOA Management, 18585 Sigma Rd., Ste. 104 San Antonio, TX 78258

6. The name, mailing address, telephone number and email address of the Association's Designated Representative:

Lifetime HOA Management, LLC, 18585 Sigma Rd., Ste. 104, San Antonio, TX 78258, Phone: (210) 504-8484; Email: [Contact@LifetimeHOAManagement.com](mailto:Contact@LifetimeHOAManagement.com).

7. Website where Dedicatory Instruments of the Association are located:

Website: <https://lifetimehoamanagement.com>

Homeowner must register onto the Homeowner Portal to Access.

8. Fees charged by the Association for a property transfer within the Subdivision:

Per lot is due to Lifetime HOA Management at the closing of the sale of each lot Owner to Owner Sale:

- Administrative Transfer Fee: \$200
- Resale Certificate Package:
  - 5 business day turn around: \$375
  - 3 business day turn around: \$375 plus Rush Fee of \$110
  - 1 business day turn around: \$375 plus Rush Fee of \$135
- Statement of Account Only:
  - 5 business day turn around: \$200
  - 3 business day turn around: \$325

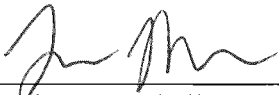
- 1 business day turn around: \$335
- **Update for Statement of Account is Free up to 14 days.**

Prospective purchasers are advised to independently examine the Declaration, Bylaws, Design Guidelines and all other dedicatory instruments of the Subdivision and Association prior to purchase.

*[Signature Page to follow]*

EXECUTED to be effective on the date this instrument is Recorded.

**Pinon Creek Homeowners Association, Inc.,**  
a Texas non-profit corporation

By:   
Name: Tiara Marshall  
Title: Managing Agent

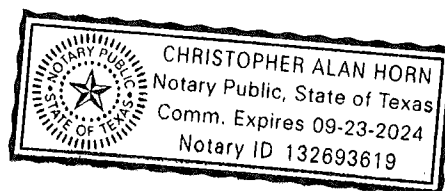
THE STATE OF TEXAS                   §

COUNTY OF BEXAR                   §

This instrument was acknowledged before me on 6 day of November 2023, by Tiara Marshall, the Managing Agent of Pinon Creek Homeowners Association, Inc., a Texas non-profit corporation, on behalf of said non-profit corporation.

[SEAL]

  
Notary Public Signature



**File Information**

**eFILED IN THE OFFICIAL PUBLIC eRECORDS OF BEXAR COUNTY  
LUCY ADAME-CLARK, BEXAR COUNTY CLERK**

**Document Number:** 20230206966  
**Recorded Date:** November 09, 2023  
**Recorded Time:** 3:20 PM  
**Total Pages:** 5  
**Total Fees:** \$38.00

**\*\* THIS PAGE IS PART OF THE DOCUMENT \*\***

**\*\* Do Not Remove \*\***

Any provision herein which restricts the sale or use of the described real property because of race is invalid and unenforceable under Federal law

STATE OF TEXAS, COUNTY OF BEXAR

I hereby Certify that this instrument was eFILED in File Number Sequence on this date and at the time stamped hereon by me and was duly eRECORDED in the Official Public Record of Bexar County, Texas on: 11/9/2023 3:20 PM



*Lucy Adame-Clark*  
Lucy Adame-Clark  
Bexar County Clerk