



**PROPERTY OWNERS' ASSOCIATION  
MANAGEMENT CERTIFICATE**  
*for*  
**SIENNA PLANTATION BUSINESS ASSOCIATION, INC.  
DBA  
SIENNA BUSINESS ASSOCIATION**

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THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

The undersigned, being the General Manager of Sienna Plantation Business Association, Inc. dba Sienna Business Association, a non-profit corporation ("Association") organized and existing under the laws of the State of Texas, submits the following information which supersedes any prior Management Certificate filed by the Association:

1. Name of Subdivision: The name of the commercial property was Sienna South Commercial Properties now known as Sienna Plantation Business Property.
2. Name of Association: The name of the Association is Sienna Plantation Business Association, Inc. dba Sienna Business Association.
3. Recording Data for the Subdivision:
  - a. Property as described by metes and bounds on Exhibit "A" attached to the "Sienna Plantation Commercial Amended and Restated Master Covenant (Sienna Plantation Business Association, Inc.)" recorded in the Official Public Records of Real Property of Fort Bend County, Texas under Clerk's File No. 2016024161 (which said Exhibit "A" is incorporated herein by reference).
  - b. Property as described by metes and bounds on Attachment 1 attached to the "Sienna Plantation Commercial Notice of Annexation (Sienna Plantation Business Association, Inc.) Retail Development Tract 1" recorded in the Official Public Records of Real Property of Fort Bend County, Texas under Clerk's File No. 2016100343 (which said Attachment 1 is incorporated herein by reference).
  - c. Property as described by metes and bounds on Attachment 1 attached to the "Sienna Plantation Commercial Notice of Annexation [Sienna Plantation Business Association, Inc.] Commercial Development Tract 1" recorded in the Official Public Records of Real Property of Fort Bend County, Texas under Clerk's File No. 2019004577 (which said Attachment 1 is incorporated herein by reference).

- d. Property as described by metes and bounds on Attachment 1 attached to the "Sienna Plantation Commercial Notice of Annexation [Sienna Plantation Business Association, Inc.] Commercial Development Tract 2" recorded in the Official Public Records of Real Property of Fort Bend County, Texas under Clerk's File No. 2019035752 (which said Attachment 1 is incorporated herein by reference).
- e. Property as described by metes and bounds on Attachment 1 attached to the "Sienna Plantation Commercial Notice of Annexation [Sienna Plantation Business Association, Inc.] Commercial Development Tracts 4, 5 and 6" recorded in the Official Public Records of Real Property of Fort Bend County, Texas under Clerk's File No. 2023039653 (which said Attachment 1 is incorporated herein by reference).
- f. Sienna Christ The Lord Evangelical Lutheran Church, a subdivision in Fort Bend County, Texas according to the map or plat thereof recorded under Plat File No. 20110106 of the Plat Records of Fort Bend County, Texas and all amendments to or replats of said maps or plats, if any.

4. Recording Data for the Declaration:\*

- a. Documents:
  - (1) Sienna Plantation Commercial Amended and Restated Master Covenant (Sienna Plantation Business Association, Inc.).
  - (2) Sienna Plantation Commercial Community Enhancement Covenant (Sienna Plantation Business Association, Inc.).
  - (3) Sienna Plantation Commercial Notice of Annexation (Sienna Plantation Business Association, Inc.) Retail Development Tract 1.
  - (4) Sienna Plantation Commercial Development Tract Declaration (Sienna Plantation Business Association, Inc.) Retail Development Tract 1.
  - (5) First Amendment to Sienna Plantation Commercial Development Tract Declaration (Sienna Plantation Business Association, Inc.) Retail Development Tract 1.
  - (6) Sienna Plantation Commercial Notice of Annexation [Sienna Plantation Business Association, Inc.] Commercial Development Tract 1.
  - (7) Sienna Plantation Commercial Development Tract Declaration [Sienna Plantation Business Association, Inc.] Commercial Development Tract 1.

- (8) Sienna Plantation Commercial Notice of Annexation [Sienna Plantation Business Association, Inc.] Commercial Development Tract 2.
- (9) Sienna Plantation Commercial Development Tract Declaration [Sienna Plantation Business Association, Inc.] Commercial Development Tract 2.
- (10) Sienna Plantation Commercial Notice of Annexation [Sienna Plantation Business Association, Inc.] Commercial Development Tracts 4, 5 and 6.
- (11) Sienna Plantation Commercial Development Tract Declaration [Sienna Plantation Business Association, Inc.] Commercial Development Tracts 4, 5 and 6.

b. Recording Information:

- (1) Fort Bend County Clerk's File No. 2016024161.
- (2) Fort Bend County Clerk's File No. 2016024316.
- (3) Fort Bend County Clerk's File No. 2016100343.
- (4) Fort Bend County Clerk's File No. 2016100344.
- (5) Fort Bend County Clerk's File No. 2019035722.
- (6) Fort Bend County Clerk's File No. 2019004577.
- (7) Fort Bend County Clerk's File No. 2019004709.
- (8) Fort Bend County Clerk's File No. 2019035752.
- (9) Fort Bend County Clerk's File No. 2019035887.
- (10) Fort Bend County Clerk's File No. 2023039653.
- (11) Fort Bend County Clerk's File No. 2023040054.

- 5. Name and Mailing Address of the Association: The name and mailing address of the Association is Sienna Plantation Business Association, Inc. dba Sienna Business Association, 9600 Scanlan Trace, Missouri City, Texas 77459.
- 6. The Contact Information for the Association's Designated Representative: The contact information of the designated representative of the Association is: Sandra K. Denton, General Manager c/o Sienna Plantation Business Association, Inc. Address: 9600 Scanlan Trace, Missouri City, Texas 77459. Phone No.: 281.778.0778. Email Address: sandyd@clubsienna.com.
- 7. The Association's Dedicatory Instruments are Available to Members Online at: [www.siennanet.com](http://www.siennanet.com).
- 8. The Amount and Description of the Fees and Other Charges Charged by the Association in Connection with a Property Transfer:

Description	Fee
Estoppel Certificate Fee	1. \$225 for turnaround in 10

	<p>business days; or</p> <p>2. \$500 for turnaround in 5 business days</p>
<p>Certificate of Compliance Fee</p>	<p><u>Recently Built Structures:</u></p> <p>1. Initial Inspection Fee: \$660 for up to 3 hours of initial inspection, plus \$225/hour for any additional time needed over the 3 hour initial inspection timeframe; turnaround in 5 business days</p> <p>2. Regular rush fee: \$425. This fee is in addition to the Initial Inspection Fee noted in item 1, above; turnaround in 1 business day</p> <p>3. Reinspection Fee: \$225 for up to 2 hours of reinspection, plus \$50/hour for any additional time needed over the 2 hour reinspection timeframe</p> <p>4. Reinspection rush fee: \$225. This fee is in addition to the Reinspection Fee noted in item 3, above; turnaround in 1 business day</p> <p><u>Existing Structures:</u></p> <p>a. Initial Inspection Fee: \$225 for up to 3 hours of initial inspection, plus \$75/hour for any additional time needed over the 3 hour initial inspection timeframe</p> <p>b. Regular rush fee: \$225. This fee is in addition to the Initial Inspection Fee noted in item a, above; turnaround in 1 business day</p> <p>c. Reinspection Fee: \$125 for up to 2 hours of reinspection, plus \$75/hour for any additional time needed over the 2 hour reinspection timeframe</p> <p>d. Reinspection rush fee; \$225. This fee is in addition to the Reinspection Fee noted in item c, above; turnaround in 1 business day</p>

	<p><u>Undeveloped Tracts:</u></p> <p>i. Initial Inspection Fee: \$50 for up to 3 hours of initial inspection, plus \$75/hour for any additional time needed over the 3 hour initial inspection timeframe</p>
Statement of Account Fees	<p>Sales/Resales: \$140.00</p> <p>Refinance: \$80.00</p>
Transfer Fee	\$210.00
Working Capital Assessment [Master Covenant Article 5, Section 5.08]	<p>Each Owner (other than Declarant) will pay a one-time Working Capital Assessment. The Working Capital Assessment for 2023 is \$215.00 per billable unit. The Working Capital Assessment will be due and payable to the Association immediately upon each transfer of title to a Tract or Condominium Unit. Some exemptions apply. For future years, the Working Capital Assessment must be confirmed with the Association.</p>
Community Enhancement Fee [Community Enhancement Covenant Article 2, Section 2.04]	<p>Community Enhancement Fee shall be payable by the Transferor to the Association upon each transfer of a "Lot" [includes commercial lots/tracts] or Condominium Unit. Some exemptions apply. The Community Enhancement Fee varies depending on the nature of the transfer (as set forth in Section 2.04 of the Community Enhancement Covenant) and must be confirmed with the Association.</p>

