



**PROPERTY OWNERS ASSOCIATION MANAGEMENT CERTIFICATE  
FOR  
VILLAGE OF DIAMOND BAY HOMEOWNERS ASSOCIATION, INC.**

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THE STATE OF TEXAS           §  
   §  
COUNTY OF FORT BEND       §

The undersigned, being the Manager of Village of Diamond Bay Homeowners Association, Inc., 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 Village of Diamond Bay Homeowners Association, Inc.:

1. Name of Subdivision: Village of Diamond Bay.
2. Name of Association: Village of Diamond Bay Homeowners Association, Inc.
3. Recording Data for the Subdivision:

Being 472.5198 acres of land located in the H. Levering Survey, Abstract 279, the S.G. Haynie survey, Abstract 620, the I.C. Stafford Survey, Abstract 668, the George Mac Donald Survey, Abstract 557, the F. Hooper Survey, Abstract 198, and the H.T. & B.R.R Co. Survey, Section 83, Abstract 761, all in Fort Bend County, Texas, as referenced in the recorded Declaration.

4. Recording Data for the Declaration:

Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2005017655 in the Official Public Records of Fort Bend County, Texas.

Supplemental and Amended Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2005085498 in the Official Public Records of Fort Bend County, Texas.

Supplemental and Amended Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2006070797 in the Official Public Records of Fort Bend County, Texas.

Supplemental and Amended Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2007088578 in the Official Public Records of Fort Bend County, Texas.

Supplemental and Amended Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2008129840 in the Official Public Records of Fort Bend County, Texas.

Supplemental and Amended Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2009132467 in the Official Public Records of Fort Bend County, Texas.

Supplemental and Amended Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2011000106 in the Official Public Records of Fort Bend County, Texas.

Supplemental and Amended Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2011065928 in the Official Public Records of Fort Bend County, Texas.

Supplemental and Amended Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2012018401 in the Official Public Records of Fort Bend County, Texas.

Supplemental Declaration of Covenants, Conditions and Restrictions for Village of Diamond Bay, recorded under County Clerk's File No. 2014066200 in the Official Public Records of Fort Bend County, Texas.

5. Name and Mailing Address of the Association is: Village of Diamond Bay Homeowners Association, Inc., c/o FirstService Residential, 12234 Shadow Creek Pkwy., Bldg. 3, Ste 112, Pearland, TX 77584.
6. Name and Mailing Address of Person Managing the Association or Its Designated Representative is: Village of Diamond Bay Homeowners Association, Inc., c/o FirstService Residential, 12234 Shadow Creek Pkwy., Bldg. 3, Ste 112, Pearland, TX 77584.
7. Telephone Number to Contact the Association is: Village of Diamond Bay Homeowners Association, Inc. c/o FirstService Residential (713) 436-4563.
8. Email Address to Contact the Association: [help@shadowcreekranchhoa.com](mailto:help@shadowcreekranchhoa.com)
9. The Association's website may be found at: <https://shadowcreekranchhoa.com/>

10. Fees charged by the Association upon the sale or transfer of Property:

- a. Resale Certificate: \$375.00 or more not to exceed the maximum allowable rate.
- b. Updated Certificate: after 30 days of issuance of the original \$75.00.
- c. Transfer Fee: \$340.00.
- d. Cap Fee: \$100.00.
- e. Conveyance Fee: \$50.00 (ends February 15, 2025).
- f. Builder Assessment: \$462.50 (levied *only* when a Builder owns the Property which is being sold.
- g. Refinance Fee: \$100.00.
- h. Welcome Disclosure Fee: \$26.50.

Executed on this the 1 day of December 2023.

VILLAGE OF DIAMOND BAY HOMEOWNERS  
ASSOCIATION, INC.

By: Courtney Aguilera  
[Signature], Manager and Agent

THE STATE OF TEXAS

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ACKNOWLEDGMENT

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COUNTY OF HARRIS

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BEFORE ME, the undersigned notary public, on this the 1<sup>st</sup> day of December 2023 personally appeared Courtney Aguilera, Manager and Agent of Village of Diamond Bay Homeowners Association, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that s/he executed the same for the purpose and in the capacity therein expressed and on behalf of the Association.



[Signature]  
Notary Public in and for the State of Texas

RECORDED BY:

**ISG** | SEARS  
BENNETT  
& GERDES, LLP

6548 GREATWOOD PKWY.  
SUGAR LAND, TEXAS 77479