

Riviera Owners Association, Incorporated MANAGEMENT CERTIFICATE

This Property Owners' Association Management Certificate is being recorded by **Riviera Owners Association, Incorporated** (the "Association") in compliance with the terms of Chapter 209 of the Texas Property Code and supersedes any prior management certificate filed by the Association. The Association submits the following additional information:

Name of the Subdivision: **Riviera Owners Association, Incorporated**

Name of the Association: **Riviera Owners Association, Incorporated**

Recording Data for Association:

The Subdivision is recorded according to the Map and Plat Records in Galveston County, Texas, as follows;

Vol. 18, Page 88, File No. 8616880, Vol. 18, Page 159, File No 9738350, 1&2 Replat, Vol. 18, Page 729, File No. 9744548

Recording Data for Restrictions:

The Declarations for the Association are recorded in the Real Property Records of Galveston County, Texas, as follows:

- (a) Amended And Restated By-Laws, under Galveston County Clerk's File No. 2015063825, along with any amendments or supplements thereto;
- (b) Management Certificate, under Galveston County Clerk's File No. 2002000010, along with any amendments or supplements thereto;
- (c) Management Certificate, under Galveston County Clerk's File No. 2002035507, along with any amendments or supplements thereto;
- (d) Amendment To Protective Covenants, under Galveston County Clerk's File No. 2007005235, along with any amendments or supplements thereto;
- (e) Property Owners' Association Management Certificate, under Galveston County Clerk's File No. 2009067244, along with any amendments or supplements thereto;
- (f) First Amendment To The By-Laws, under Galveston County Clerk's File No. 2011021636, along with any amendments or supplements thereto;
- (g) Property Owners' Association Management Certificate, under Galveston County Clerk's File No. 2013077046, along with any amendments or supplements thereto;
- (h) ACC Denial and Appeal Hearing Policy, under Galveston County Clerk's File No. 2022005590, along with any amendments or supplements thereto;
- (i) Deed Restriction Hearing Policy, under Galveston County Clerk's File No. 2022005589, along with any amendments or supplements thereto;
- (j) Large Contract Bid Solicitation Policy, under Galveston County Clerk's File No. 2022005588, along with any amendments or supplements thereto;
- (k) Records Retention Policy, under Galveston County Clerk's File No. 2022005587, along with any amendments or supplements thereto;
- (l) Policy Regarding Records Inspection & Production, under Galveston County Clerk's File No. 2022005586, along with any amendments or supplements thereto;
- (m) Assessment Collection Policy, under Galveston County Clerk's File No. 2022005585, along with any amendments or supplements thereto;

Name and Mailing Address of the Association

Riviera Owners Association, Incorporated
c/o Houston Community Management
17049 El Camino Real #100
Houston, Texas 77058

Name, Mailing Address, Telephone Number, and E-mail Address of Person Managing the Association or its Designated Representative

Houston Community Management
17049 El Camino Real #100
Houston, Texas 77058
832-864-1200
customerservice@houcomm.com

Website Address of the Association

www.townsq.io

Property Transfer Fee(s) Charged by the Association:

New account setup fee establishing new owner's account in the association's records: \$95
Resale Certificate: \$375
Resale Certificate Update: \$75
Legacy Account Closure Fee: \$220
Refinance Statement of Account: \$75
Expedite Fee for Resale Certificate prior to 10 business day delivery obligation: \$175 for 1 day expedite
\$125 for 3 day expedite

Executed on this the 4 day of November 2022

Riviera Owners Association, Incorporated, acting
by and through its managing agent, Houston
Community Management



Tracy Downs, President of Operations

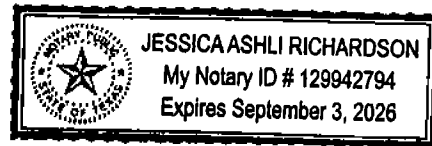
STATE OF TEXAS §
COUNTY OF Harris §

This instrument was acknowledged before me on the 4 day of November 2022 by Tracy Downs, President of Operations with Houston Community Management, the managing agent for Riviera Owners Association, Incorporated, a Texas nonprofit corporation, on behalf of such corporation.



Jessica Richardson
Notary Public, State of Texas

When recorded return to:
Houston Community Management
17049 El Camino Real #100
Houston, Texas 77058



FILED AND RECORDED

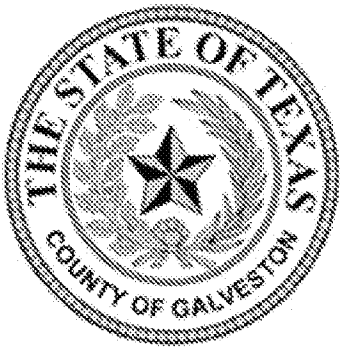
Instrument Number: 2022068977

Recording Fee: 34.00

Number Of Pages: 4

Filing and Recording Date: 11/07/2022 8:30AM

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



A handwritten signature in black ink, reading "Dwight D. Sullivan". The signature is fluid and cursive, with a large, sweeping "S" at the end.

Dwight D. Sullivan, County Clerk
Galveston County, Texas

NOTICE: It is a crime to intentionally or knowingly file a fraudulent court record or instrument with the clerk.

DO NOT DESTROY - *Warning, this document is part of the Official Public Record.*