## Management Certificate

In compliance with Tex. Prop. Code, Title 11 Section 209.004

STATE OF TEXAS

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**COUNTY OF HARRIS** 

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I, Kelly McNabb, am the Property Manager of Cottage Grove Lake Residential Community, Inc., the entity filing this Management Certificate ("the Association"), which is a duly organized and existing non-profit Texas Corporation. In said capacity, I am aware of the governing documents for the Association and am competent to make this Affidavit. As such, I certify that the following information is correct:

Name of Subdivision:

Cottage Grove Lake

Name of Association:

Cottage Grove Lake Residential Community, Inc.

Website of Association:

www.grahammanagementhouston.com

The governing documents for the Association are as follows:

NAME	FILING #	DATE FILED
Community Manual	RP-2017-447368	10/11/17
Certificate of Formation	RP-2017-447368	10/11/17
Bylaws	RP-2017-447368	10/11/17
Collection Policy	RP-2017-447368	10/11/17
Fine & Enforcement Policy	RP-2017-447368	10/11/17
Record Inspection, Copying and Retention Policy	RP-2017-447368	10/11/17
Statutory Notice of Posting	RP-2017-447368	10/11/17
Email Registration Policy	RP-2017-447368	10/11/17
Generator Policy	RP-2017-447368	10/11/17
Pool Rules / Security & Guest Policy	RP-2017-447368	10/11/17
Declaration of Covenants, Conditions and Restrictions	RP-2017-446882	10/11/17
Plat Map	RP-2016-151650	10/11/17
Adoption of Working Capital Assessment	RP-2017-448783	10/12/17
First Amendment to Declaration of Covenants, Conditions and Restrictions	RP-2018-126846	03/27/18
First Supplement to Community Manual	RP-2018-126862	03/27/18
Dog Park Facilities Rules	RP-2018-126862	03/27/18
Playground Policy	RP-2018-126862	03/27/18
Parking Policy	RP-2018-126862	03/27/18
Resolution Regarding Compliance Inspection	RP-2018-537493	11/30/18

Fees charged by the association relating to a property transfer in the subdivision are more fully described in the attached Exhibit "A".

Additional fees which may include fees for items such as collections, refinancing, returned checks, title searches, lien searches, certified mail fees, deed compliance are set forth in one or more of the policies indicated herein.

For information regarding additional fees charged by the Association's attorney for matters including collections, transfers, refinancing, resale, returned checks, title searches, lien searches, certified mail fees, deed compliance, please contact the Association's counsel, at the address below.

## The name and mailing address of the Association:

Cottage Grove Lake Residential Community, Inc. c/o Graham Management 2825 Wilcrest Dr. Suite 600 Houston, TX 77042

Phone: 713-334-8000 Fax: 713-334-5055

The name, mailing address, telephone number, and email address of the managing agent / designated representative:

Kelly McNabb c/o Graham Management 2825 Wilcrest Dr. Suite 600 Houston, TX 77042 Phone: 713-334-8000

Fax: 713-334-5055

Legal Counsel for the Association is as follows:

LAMBRIGHT ★ MCKEE

940 Corbindale Rd. Houston, Texas 77024 Telephone (713) 840-1515 Facsimile (713) 840-1521

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STATE OF TEXAS

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**COUNTY OF HARRIS** 

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This instrument was acknowledged before me on the \_ Property Manager, on behalf of the Association.

14th day of June

\_, 20<u>24</u>, by Kelly McNabb

Zachary A Thomas My Commission Expires 4/20/2027 Notary ID134317808

EXHIBIT "A"

## FEES CHARGED BY THE ASSOCIATION RELATING TO A PROPERTY TRANSFER IN THE SUBDIVISION

DESCRIPTION	AMOUNT
Transfer fee	\$350.00
NSF Fee	\$35.00
Resale Cert.	\$375.00

RP-2024-257686
# Pages 3
07/17/2024 12:46 PM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$29.00

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.

OF HARRIS COUNTY, LIMBO & SHIP

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