

PROPERTY OWNERS ASSOCIATION 4<sup>th</sup> AMENDED MANAGEMENT CERTIFICATE FOR  
**THE VALENCIA ENCLAVE HOMEOWNERS ASSOCIATION, INC.**

This Management Certificate is recorded pursuant to Section 209.004 of the Texas Property Code.

This amends all prior Management Certificates filed for this association.

*Per Texas Property Code 209.004 "The County Clerk of each county in which a Management Certificate is filed as required by this section shall record the Management Certificate in the real property records of the county and index the document as a "Property Owners' Association Management Certificate"*

State of Texas §

County of Bexar§

1. Name of Subdivision: Valencia Enclave HOA
2. Subdivision Location: Bexar County
3. Name of Homeowners Association: Valencia Enclave Homeowners Association, Inc.
4. Recording Data for Association: See Below
5. Recording Data for Declaration: See Below

Recording Date	Filed Document	Doc #	Volume #	Page #
5/11/2011	Plat – Phase 1	20110157850	9632	5
9/6/2011	DCCRs	20110159757	15125	1260
2/24/2012	DCCRs – 1 <sup>st</sup> Amendment	20120072406	15451	2040
4/4/2012	Articles of Incorporation, Bylaws	20120072408	15451	2048
4/4/2012	Certificate of Formation	20120072407	15451	2044
8/16/12	DCCRs – 1 <sup>st</sup> Amendment resubmitted	201201732931	15680	2325
9/6/13	Plat – Phase 2	20130187685	9658	146
09/06/2013	Special Warranty Deed	201301877002	16327	1822
02/06/2014	Collection and Payment Plan Policy Guideline	201400282137	16560	1741
02/06/2014	Document Retention, Access, Production and Copying Policy	201400282327	16560	1787

6. Other information the Association considered appropriate for the governing, administration or operation of the subdivision and homeowner's association:

The following resolutions dated 4/1/2017 are filed under Doc# 20170065119:

- Billing Policy and Payment Plan Guidelines
- Records Retention Policy
- Records Inspection Policy
- Membership Voting Policy

- E-mail Registration Policy
- Religious Item Display Guidelines
- Solar Energy Device Guidelines
- Roofing Material Guidelines
- Rainwater Collection Devices Guidelines
- Flag Display Guidelines
- Drought-Resistant Landscaping and Natural Turf Guidelines
- Application of Payments Policy
- Conflict of Interest Policy
- Violation Enforcement Resolution
- Violation Schedule

Towing Policy for the Valencia Enclave Homeowners Association, Inc., dated May 11, 2018, is filed under Document No. 20180108866

Valencia Enclave Homeowners Association, Inc. Violation Enforcement Resolution is filed under Document No. 20190087653

7. Mailing Address and Contact Information for the Association and the Managing Agent:

Spectrum Association Management  
17319 San Pedro Ave, #318  
San Antonio, TX 78232  
contact@spectrumam.com  
210-494-0659  
[www.spectrumam.com/homeowners](http://www.spectrumam.com/homeowners)

8. Fee(s) related to Property Transfer:

- Administrative Transfer Fee - \$200.00
- Resale Package = \$375.00
  - Rush for Resale Package:
    - 1 business day = \$120.00 / 3 business days = \$95.00
  - Add a Rush to an existing order = \$75.00 + Cost of a Rush
  - Update for Resale Package:
    - 1-14 days = \$15.00 / 15-180 days = \$50.00
- Statement of Account only = \$120.00
  - Rush for Statement of Account only:
    - 1 business day = \$110.00 / 3 business day = \$85.00
  - Update for Statement of Account only:
    - 1-30 days - No Cost / 31-45 days = \$50.00 / 46-90 days = \$50.00

**Prospective purchasers are advised to independently examine the Declaration, Bylaws, and all other governing documents of the Association, together with obtaining an official Resale Certificate, and performing a comprehensive physical inspection of the lot/home and common areas prior to purchase.**

THE PURPOSE OF THIS CERTIFICATE IS TO PROVIDE INFORMATION SUFFICIENT FOR A TITLE COMPANY TO CORRECTLY IDENTIFY THE SUBDIVISION AND TO CONTACT ITS GOVERNING ASSOCIATION. THIS CERTIFICATE DOES NOT PURPORT TO IDENTIFY EVERY PUBLICLY RECORDED DOCUMENT AFFECTING THE SUBDIVISION, OR TO REPORT EVERY PIECE OF INFORMATION PERTINENT TO THE SUBDIVISION. NO PERSON SHOULD RELY ON THIS CERTIFICATE FOR ANYTHING OTHER THAN INSTRUCTIONS FOR CONTACTING THE ASSOCIATION IN CONNECTION WITH THE TRANSFER OF TITLE TO A HOME IN THE SUBDIVISION. THE REGISTERED AGENT FOR THE ASSOCIATION IS ON FILE WITH THE TEXAS SECRETARY OF STATE.

Signed this 29<sup>th</sup> day of October, 2021.

Valencia Enclave Homeowners Association, Inc.

By: Shelby Welch  
Shelby Welch (of Spectrum Association Management), Managing Agent

State of Texas §

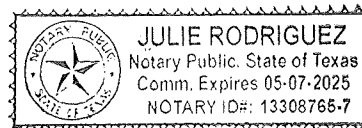
County of Bexar §

This instrument was acknowledged and signed before me on 29,  
October, 2021 by Shelby Welch, representative of Spectrum Association

Management, the Managing Agent of Valencia Enclave Homeowners Association, Inc., on behalf of said association.

[Signature]  
Notary Public, State of Texas

**After Recording, Return To:**  
**Spectrum Association Management**  
**Attn: Transitions**  
**17319 San Pedro Ave., Ste. #318**  
**San Antonio, TX 78232**



**File Information**

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

**Document Number:** 20210309509  
**Recorded Date:** November 04, 2021  
**Recorded Time:** 1:26 PM  
**Total Pages:** 4  
**Total Fees:** \$34.00

**\*\* 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: 11/4/2021 1:26 PM



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