

PROPERTY OWNERS' ASSOCIATION MANAGEMENT CERTIFICATE
for
ARTAVIA CENTRAL VILLAGE HOMEOWNERS ASSOCIATION, INC.

STATE OF TEXAS §
 §
COUNTY OF MONTGOMERY §

WHEREAS section 209.004 of the Texas Property Code (the "Code") requires that a property owners' association file a management certificate in the real property records of the county in which the property is located, and

WHEREAS Artavia Central Village Homeowners Association, Inc., a non-profit corporation (the "Association"), is a property owners' association as defined in section 209.003 of the Code and has property located in Montgomery County, Texas,

NOW THEREFORE, the undersigned, being the Managing Agent for the Association, submits the following information pursuant to Section 209.004 of the Code which supersedes any prior Management Certificate filed by the Association.

1. Name of the subdivision.

The name of the subdivisions collectively known as Artavia Central are as follows:

Subdivision Name
Artavia section 19
Artavia section 20
Artavia section 23
Artavia section 24
Artavia section 25
Artavia section 29
Artavia section 30
Artavia section 31
Artavia section 32
Artavia section 33

2. Name of the association.

Artavia Central Village Homeowners Association, Inc.

3. Recording data for the subdivision.

The recording data in the Plat Records of Montgomery County, Texas are as follows:

Plat Name	Filing Date	Clerk File Number
Artavia Sec. 19	11/14/2023	2023109596
Artavia Sec. 20	11/14/2023	2023109600
Artavia Sec. 23	01/17/2024	2024004138
Artavia Sec. 24	11/14/2023	2023109603
Artavia Sec. 25	11/14/2023	2023109606
Artavia Sec. 29	10/11/2024	2024102705
Artavia Sec. 30	10/11/2024	2024102706

Artavia Sec. 31	10/25/2024	2024107587
Artavia Sec. 32	10/25/2024	2024107588
Artavia Sec. 33	10/25/2024	2024107589

4. Recording data for the declaration and any amendments to the declaration.

The recording data in the Real Property Records of Montgomery County, Texas are as follows:

Document Name	Filing Date	Clerk File Number
Artavia Declaration of Covenants, Conditions, and Restrictions for Artavia Central Village	11/17/2023	2023111284
Artavia Supplemental Declaration of Covenants, Conditions, and Restrictions for Artavia Central Village (Annexation of Section 23)	04/05/2024	2024033093
Artavia Supplemental Declaration to Declaration of Covenants, Conditions, and Restrictions for Artavia Central Village (Annexation of Sections 29 and 30)	10/31/2024	2024109906
Artavia Supplemental Declaration to Declaration of Covenants, Conditions, and Restrictions for Artavia Central Village (Annexation of Section 31)	11/05/2024	2024111702
Artavia Supplemental Declaration to Declaration of Covenants, Conditions, and Restrictions for Artavia Central Village (Annexation of Sections 32 and 33)	11/05/2024	2024111773

5. Name and mailing address for the association.

Artavia Central Village Homeowners Association, Inc.
c/o C.I.A. Services, Inc.
18333 Timber Forest Drive
Humble, TX 77346

6. Name, mailing address, telephone number and email address of the person managing the association or its designated representative.

C.I.A. Services, Inc.
18333 Timber Forest Drive
Humble, TX 77346

Telephone: 713-981-9000

Email: CustomerCare@ciaservices.com

7. Website address of any internet website on which the association's dedicatory instruments are available.

www.ciaservices.com

8. Amount and description of a fee or fees charged by the association relating to a property transfer in the subdivision.

The following fees may be charged relating to a property transfer. Those marked as optional are only required if the document or service is requested by the buyer, seller or their agents, the lender, title company or other associated with the property transfer.

Fee	Amount	Description
Transfer Fee	\$250	Collected at closing if the property actually transfers
Transfer Fee – Refinance	\$100	Collected at closing if the property loan is refinanced
Assessment Quote	\$104	Verification of fees due to Association
Quote Update	\$35	Optional: update to assessment quote within 30 days
Resale Certificate	\$375	Optional: package in compliance with Code
Resale Certificate Update	\$75	Optional: update to resale certificate within 180 days
Compliance Inspection	\$120	Optional: onsite inspection for resale certificate, if required
Compliance Reinspection	\$120	Optional: reinspection for initial non-compliance, if needed
Lender Questionnaire	\$275	Optional: document requested by some lenders for loan
Standard Response Time	\$0	No later than 10 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/reinspection's & lender questionnaires
Rush Request	\$100	Optional: within 5 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/reinspection's & lender questionnaires
Expedited	\$200	Optional: within 2 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/reinspection's & lender questionnaires
Community Enhancement Fee	\$1,280*	On each transfer of title from a homeowner, the Covenants require the new owner to pay a Community Enhancement Fee to the Association. *The amount of the Community Enhancement Fee is set each year and the amount shown herein represents the fee for 2025.
Capitalization Fee	\$1,320*	On each transfer of the title from a builder to a homeowner, the Covenants require each new owner to pay a Capitalization Fee to the Association. *The amount of the Capitalization Fee is set each year and the amount shown herein represents the fee for 2025.

9. Other information the association considers appropriate.

- On each transfer of title from a developer to a builder, the Covenants require the builder to pay a Community Service Organization (CSO) fee (AKA Builder Fee) to the Artavia Community Council Inc. The amount of the initial CSO/Builder Fee shall be 0.125% of the Gross Selling Price of the Unit.
- On each transfer of title from a builder to a homeowner, the Covenants require the new owner to pay a Capitalization Fee to the Association. The amount of the Capitalization Fee is set each year.
- New owners are encouraged to provide email addresses and/or cell phone numbers to Association representative in #6 above in order to receive emails and/or text messages with Association news, alerts and meeting announcements. Communication preferences may be updated at any time.

Prospective purchasers are advised to independently examine all dedicatory instruments and governing documents for the association, as well as performing a physical inspection of the property and common areas, prior to purchase. This Management Certificate does not purport to identify every publicly recorded document

affecting the subdivision/association. No person should rely on this Management Certificate for anything other than for identifying and contacting the Association.

EXECUTED on this 17th day of January, 2025.

Artavia Central Village Homeowners Association, Inc.

By: C.I.A. Services, Inc., Managing Agent

Laura Tate

Laura Tate, General Manager

STATE OF TEXAS

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COUNTY OF MONTGOMERY

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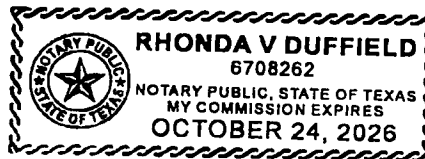
BEFORE ME, the undersigned notary public, on this 17th day of January, 2025 personally appeared Laura Tate, General Manager for C.I.A. Services, Inc., Managing Agent for Artavia Central Village Homeowners Association, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purpose and in the capacity therein expressed.

Rhonda V Duffield

Notary Public in and for the State of Texas

After recording, please return to:

C.I.A. Services, Inc.
PO Box 63178
465 Bear Springs Road
Pipe Creek, TX 78063-3178



E-FILED FOR RECORD

01/23/2025 09:23AM



L. Brandon Steinmann

County Clerk,
Montgomery County, Texas

STATE OF TEXAS,
COUNTY OF MONTGOMERY

I hereby certify that this instrument was e-filed in the file number sequence on the date and time stamped herein by me and was duly e-RECORDED in the Official Public Records of Montgomery County, Texas.

01/23/2025



L. Brandon Steinmann

County Clerk,
Montgomery County, Texas