



**PROPERTY OWNERS' ASSOCIATION  
MANAGEMENT CERTIFICATE**  
*for*  
**PROPERTY OWNERS ASSOCIATION OF CARDIFF RANCH**

THE STATE OF TEXAS     §  
  §  
COUNTY OF FORT BEND   §

The undersigned, being the Managing Agent for Property Owners Association of Cardiff Ranch, a non-profit corporation ("Association") 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 the Association:

1. Name of Subdivision: The name of the subdivision is Cardiff Ranch.
2. Name of Association: The name of the Association is Property Owners Association of Cardiff Ranch.
3. Recording Data for the Subdivision:
  - a. Canyon Lakes at Cardiff Ranch, Section One (1), a subdivision in Fort Bend County, Texas, according to the map or plat thereof, recorded under Film Code No. 20090083 of the Plat Records of Fort Bend County, Texas and all amendments to or replats of said maps or plats, if any.
  - b. Canyon Lakes at Cardiff Ranch, Section Two (2), a subdivision in Fort Bend County, Texas, according to the map or plat thereof, recorded under Film Code No. 20130006 of the Plat Records of Fort Bend County, Texas and all amendments to or replats of said maps or plats, if any.
  - c. Canyon Lakes at Cardiff Ranch, Section Three (3), a subdivision in Fort Bend County, Texas, according to the map or plat thereof, recorded under Film Code No. 20130007 of the Plat Records of Fort Bend County, Texas and all amendments to or replats of said maps or plats, if any.
  - d. Canyon Lakes at Cardiff Ranch, Section Four (4), a subdivision in Fort Bend County, Texas, according to the map or plat thereof, recorded under Film Code No. 20130116 of the Plat Records of Fort Bend County, Texas and all amendments to or replats of said maps or plats, if.

- e. Canyon Lakes at Cardiff Ranch, Section Five (5), a subdivision in Fort Bend County, Texas, according to the map or plat thereof, recorded under Film Code No. 20140092 of the Plat Records of Fort Bend County, Texas and all amendments to or replats of said maps or plats, if any.

4. Recording Data for the Declaration:\*

a. Documents:

- (1) Declaration of Covenants, Conditions and Restrictions for Cardiff Ranch.
- (2) First Amendment to Declaration of Covenants, Conditions and Restrictions for Cardiff Ranch.
- (3) Second Amendment to Declaration of Covenants, Conditions and Restrictions for Cardiff Ranch.
- (4) Third Amendment to Declaration of Covenants, Conditions and Restrictions for Cardiff Ranch.
- (5) Fourth Amendment to Declaration of Covenants, Conditions and Restrictions for Cardiff Ranch.
- (6) Fifth Amendment to Declaration of Covenants, Conditions and Restrictions for Cardiff Ranch.
- (7) Annexation and Supplemental Declaration of Covenants, Conditions and Restrictions for Certain Property to be Annexed into Cardiff Ranch.
- (8) De-Annexation of Declaration of Covenants, Conditions and Restrictions Made Applicable by Prior Annexation of 1.672 Acre Tract Referred to as Cardiff Commons Shopping (Plaza) Center (this "De-Annexation").
- (9) Annexation and Supplemental Declaration of Covenants, Conditions and Restrictions for Certain Property to be Annexed into Cardiff Ranch.
- (10) First Amendment to Annexation and Supplemental Declaration of Covenants, Conditions and Restrictions for Certain Property to be Annexed into Cardiff Ranch (Regarding Canyon Lakes at Cardiff Ranch, Sections Two [2], Three [3], Four [4] and Five [5]).

b. Recording Information:

- (1) Fort Bend County Clerk's File No. 2009122200.
- (2) Fort Bend County Clerk's File No. 2010003448.
- (3) Fort Bend County Clerk's File No. 2010034970.
- (4) Fort Bend County Clerk's File No. 2013099398.
- (5) Fort Bend County Clerk's File No. 2015065614.
- (6) Fort Bend County Clerk's File No. 2016042051.
- (7) Fort Bend County Clerk's File No. 2012073566.

- (8) Fort Bend County Clerk's File No. 2014035171.
- (9) Fort Bend County Clerk's File No. 2012073567.
- (10) Fort Bend County Clerk's File No. 2014067832.

5. Name and Mailing Address of the Association: The name and mailing address of the Association is Property Owners Association of Cardiff Ranch c/o RealManage, P.O. Box 803555, Dallas, Texas 75380-3555.

6. The Contact Information for the Association's Designated Representative: The contact information of the designated representative of the Association is:

RealManage Closing Portal  
P.O. Box 803555  
Dallas, Texas 75380-3555.  
866.473.2573  
procardi@ciramail.com

7. The Association's Dedicatory Instruments are available to Members online at:  
[www.ciranet.com/residentportal](http://www.ciranet.com/residentportal).

8. The Amount and Description of the Fees and Other Charges Charged by the Association in Connection with a Property Transfer:

Description	Fee
Resale Certificate	\$ 375.00
Resale Certificate Update	\$ 75.00
Transfer Fee	\$ 325.00
Private Transfer Fee	\$ 75.00
Refinance Fee	\$ 250.00
Capitalization Fee (See Article V, Section 5.5 of the Declaration)	Each owner (other than the Developer or a builder), upon acquisition of record title to a lot, shall pay a Capitalization Fee in an amount equal to 50% of the then-current Annual Assessment. The Capitalization Fee for 2021 is \$550.00. For future years, the Capitalization Fee amount must be confirmed with the Association.
Association Transfer Fee (See Article V, Section 5.6 of the Declaration)	The Transfer Fee shall not exceed 1/4 <sup>th</sup> of the Annual Assessment. The Transfer Fee for 2021 is \$275.00. For

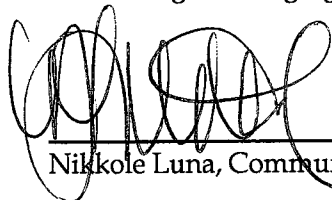
	future years, the Transfer Fee amount must be confirmed with the Association.
Adopt A School Assessment Fee (See Article V, Section 5.7 of the Declaration)	The Adopt A School Assessment is as follows: (a) upon first transfer of a lot from a builder to a purchaser, \$50.00 to be paid by the builder/seller and \$50.00 to be paid by the purchaser; and (b) upon each subsequent transfer, the purchaser is required to pay a sum equal to 1/2 of the then-current Annual Assessment. The Adopt a School Assessment for 2021 is (a) \$100.00 or (b) \$550.00. For future years, the Adopt a School Assessment must be confirmed with the Association.

Resale certificates are requested via the RealManage Closing Portal at [www.realmanage.com/closingportal](http://www.realmanage.com/closingportal).

Executed on this 18<sup>th</sup> day of November, 2021.

**PROPERTY OWNERS ASSOCIATION OF  
CARDIFF RANCH**

By: RealManage, Managing Agent

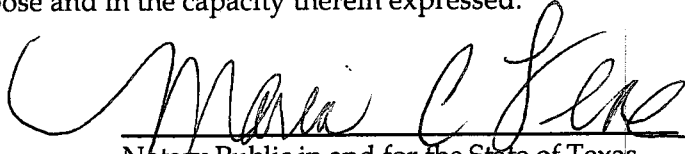


Nikkole Luna, Community Association Manager

\*This Management Certificate does not purport to identify every publicly recorded document affecting the Subdivision, or to report every piece of information pertinent to the Subdivision. Rather, the purpose of this Management Certificate is to provide information sufficient for a title company or others to correctly identify the Subdivision and to contact the Association. No person should rely on this Management Certificate for anything other than instructions for identifying and contacting the Association.

THE STATE OF TEXAS       §  
   §  
 COUNTY OF Fort Bend   §

BEFORE ME, the undersigned notary public, on this 18 day of Nov, 2021 personally appeared Nikkole Luna, Community Association Manager for RealManage, Managing Agent for Property Owners Association of Cardiff Ranch, 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.

  
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 Notary Public in and for the State of Texas

