

**PROPERTY OWNERS' ASSOCIATION MANAGEMENT CERTIFICATE****for****THE COMMUNITY ASSOCIATION AT CIELO RIO, INC.**

STATE OF TEXAS                   §  
   §  
 COUNTY OF BANDERA           §

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 The Community Association at Cielo Rio, 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 Bandera 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 "Cielo Rio Ranch" are as follows:

Subdivision Name
Cielo Rio Ranch phase 1
Cielo Rio Ranch phase 2
Cielo Rio Ranch phase III-A

**2. Name of the association.**

The Community Association at Cielo Rio, Inc.

**3. Recording data for the subdivision.**

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

Plat Name	Filing Date	Clerk File Number
A Final Plat for Cielo Rio Ranch Phase 1	11/10/2005	Vol. 6; Page 335
Cielo Rio Ranch Phase 1	11/10/2005	Volume 6; Page 336
Cielo Rio Ranch Phase 1	11/10/2005	Volume 6; Page 337
Cielo Rio Ranch Phase 1	11/10/2005	Volume 6; Page 338
Cielo Rio Ranch Phase 1	11/10/2005	Cab6, page 339
Cielo Rio Ranch Phase 1	11/10/2005	Cab 6, page 340
A Final Plat for Cielo Rio Ranch Phase 2	12/18/2006	Vol. 6; Page 361
A Final Plat for Cielo Rio Ranch Phase 2	12/18/2006	Volume 6; Page 362
A Final Plat for Cielo Rio Ranch Phase 2	12/18/2006	Volume 6; Page 363

A Final Plat for Cielo Rio Ranch Phase 2	12/18/2006	Volume 6; Page 364
A Final Plat for Cielo Rio Ranch Phase 2	12/18/2006	Volume 6; Page 365
A Final Plat for Cielo Rio Ranch Phase 2	12/18/2006	Volume 6; Page 366
A Final Replat for Lot Nos. 1 and 2 in Block F of Cielo Rio Ranch Phase 2	02/09/2012	Volume 7; Page 106
A Final Replat for Lot Nos. 1 and 2 in Block F of Cielo Rio Ranch Phase 2	02/09/2012	Volume 7; Page 107
A Final Plat for Cielo Rio Ranch Phase 3A	04/10/2008	Volume 7; Page 44
A Final Plat for Cielo Rio Ranch Phase 3A	04/10/2008	Volume 7; Page 45

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

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

Document Name	Filing Date	Clerk File Number
Amended and Restated Declaration of Covenants, Conditions and Restrictions for Cielo Rio Ranch Phase I, II and Phase III A	11/12/2017	00222577
Declarations of Covenants, Conditions and Restrictions of Cielo Rio Ranch (Phase I – Commercial Property)	07/18/2006	00159097
Second Amended and Restated Declaration of Covenants, Conditions and Restrictions for Cielo Rio Ranch Phase I, Phase II and Phase IIIA	11/17/2021	00248682

**5. Name and mailing address for the association.**

The Community Association at Cielo Rio, Inc.  
c/o C.I.A. Services, Inc.  
465 Bear Springs Road  
Pipe Creek, TX 78063-3178

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

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

Telephone: 210-490-0000

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	\$175	Collected at closing if the property actually transfers:
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	\$100	Optional: onsite inspection for resale certificate, if required
Compliance Reinspection	\$100	Optional: reinspection for initial non-compliance, if needed
Lender Questionnaire	\$240	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	\$75	Optional: within 5 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/reinspection's & lender questionnaires
Expedited	\$150	Optional: within 2 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/reinspection's & lender questionnaires

**9. Other information the association considers appropriate.**

- 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.

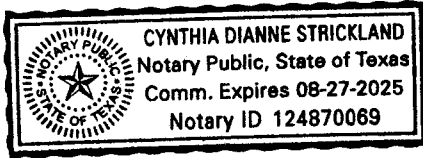
EXECUTED on this 23 day of March, 2023.

**The Community Association at Cielo Rio, Inc.**  
By: C.I.A. Services, Inc., Managing Agent

  
Brandi Brack, Community Manager

STATE OF TEXAS §  
COUNTY OF BANDERA §

BEFORE ME, the undersigned notary public, on this 23<sup>rd</sup> day of March, 2023 personally appeared Brandi Brack, Community Manager for C.I.A. Services, Inc., Managing Agent for The Community Association at Cielo Rio, 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.



Cynthia D Strickland  
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

Filed for Record in:  
Bandera County

On: Mar 27, 2023 at 09:39A

As a  
Recording

Document Number: 00257814

Amount 38.00

Receipt Number - 169768

By,  
Elizabeth Morgan

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.

STATE OF TEXAS  
COUNTY OF BANDERA

I hereby certify that this instrument was filed on the date and time stamped hereon by me and was duly recorded in the volume and and page of the official records of: Bandera County as stamped hereon by me.

Mar 27, 2023

Tandie Mansfield, County Clerk  
Bandera County