

Management Certificate

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

STATE OF TEXAS                   §  
   §  
COUNTY OF MONTGOMERY       §

I, Rachel Schmutz, am the Property Manager of Lakes of Woodtrace Community Association, 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:   Lakes of Woodtrace  
Name of Association:   Lakes of Woodtrace Community Association, Inc.  
Website of Association: <https://www.csutx.com/our-communities/lakes-of-woodtrace-2/>

The governing documents for the Association are as follows:

NAME	FILING #	DATE FILED
Declaration of Covenants, Conditions and Restrictions	2014007958	01/29/14
Certificate of Formation	2014016396	02/25/14
Bylaws	2014016396	02/25/14
Supplemental and Amended Declaration of Covenants, Conditions and Restrictions	2014036051	04/22/14
Collection / Payment Plan Policy	2014092668	09/22/14
Document Retention Policy	2014092714	09/22/14
Flag Display Guidelines	2014092718	09/22/14
Rainwater Harvesting System Guidelines	2014092717	09/22/14
Records Production and Copying Policy	2014092715	09/22/14
Religious Items Display Policy	2014092669	09/22/14
Shingle Criteria	2014092719	09/22/14

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:

Lakes of Woodtrace Community Association, Inc.  
P.O. Box 5191  
Katy, TX 77491

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

Rachel Schmutz  
Community Solutions  
P.O. Box 5191  
Katy, TX 77491  
(713) 429-5440  
[rschmutz@csutx.com](mailto:rschmutz@csutx.com)

Legal Counsel for the Association is as follows:

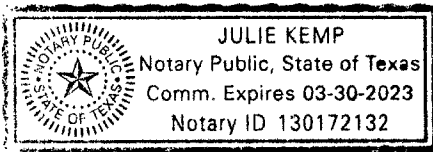
LAMBRIGHT ★ MCKEE  
940 Corbindale Rd.  
Houston, Texas 77024  
Telephone (713) 840-1515  
Facsimile (713) 840-1521

Date: September 7, 2021

By: R. Schmutz  
Rachel Schmutz, Property Manager

STATE OF TEXAS §  
COUNTY OF MONTGOMERY §

This instrument was acknowledged before me on the 7th day of September, 2021, by Rachel Schmutz, Property Manager, on behalf of the Association.



Julie Kemp  
Notary Public in and for the State of Texas

EXHIBIT "A"

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

<u>DESCRIPTION</u>	<u>AMOUNT</u>
Transfer Fee	\$250.00
Resale Certificate	\$250.00
Working Capital Assessment	\$600.00
Community Foundation Fee	0.15% of sales price

**E-FILED FOR RECORD**

**09/09/2021 04:24PM**



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.

**09/09/2021**



County Clerk  
Montgomery County, Texas