

**PROPERTY OWNERS ASSOCIATION 9<sup>TH</sup> AMENDED MANAGEMENT CERTIFICATE FOR  
VILLAGES OF WESTCREEK OWNERS' 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) (effective September 1, 2013) "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:                   Villages of Westcreek Subdivision
2.     Subdivision Location:                Bexar County
3.     Name of Homeowners Association: Villages of Westcreek Owners' Association, Inc.
4.     Recording Data for Association:     Plats are filed at the County under document numbers 1265588 – 1265595 and 1409457 – 1409465. Additional plats are filed at the County under document number 20160108717 and 20030190726.
5.     Recording Data for Declaration:     Villages of Westcreek Declaration of Covenants, Conditions and Restrictions, recorded in Volume 3921, pages 1961 through 2000.

Annexation of Declaration Recording information is listed below:

Oaks of Westcreek, Unit 1	V. 4646, p. 1214
Oaks of Westcreek, Unit II Phase 3	V. 6638, p. 114
Oaks of Westcreek, Unit III	V. 7323, p. 824
Royal Oaks of Westcreek, Unit 1	V. 4108, p. 0302
Royal Oaks of Westcreek, Unit II	V. 5636, p. 0486
Westcreek Oaks Subdvn, Unit1 – Unit 3	V. 6671, p. 971
Bluffs of Westcreek, Unit I	V. 6185, p. 1143
Bluffs of Westcreek, Unit II	V. 7341, p. 219
Summit of Westcreek	V. 6487, p. 344
Villages of Westcreek, Unit IIA	V. 7179, p. 584
Willow Brook of Westcreek, Unit I	V. 4108, p. 311
Willow Brook of Westcreek, Unit II	V. 8167, p. 1747
Willow Brook of Westcreek, Unit III	V. 8487, p. 1290
The Hills at Westcreek, Unit I	V. 8349, p. 865
The Hills at Westcreek, Unit II	V. 8727, p. 486
The Heights of Westcreek, Unit I	V. 9093, p. 817
The Heights of Westcreek Unit II A	V. 9888, p. 1064
The Heights of Westcreek Unit II B	V. 10195, p. 1265
The Heights of Westcreek Unit III	V. 9570, p. 1192
Quail Meadow of Westcreek	V. 4108, p. 306
Woods of Westcreek, Unit I	V. 4108, p. 315
Woods of Westcreek Unit II	V. 4285, p. 1088
Woods of Westcreek, Unit III	V. 5325, p. 1967
Woods of Westcreek, Unit IV	V. 4576, p. 1911
Westcreek Model Home Park	V. 4279, p. 1657
Vistas of Westcreek, Unit I	V. 10278, p. 1963
Vistas of Westcreek, Unit II	V. 10893, p. 1932
Vistas of Westcreek, Unit III	V. 11520, p. 2216
Westcreek Gardens	V. 8886, p. 596
Wynwood Place at Westcreek, Unit I & II	V. 9818, p. 2236

Wynwood Place at Westcreek, Unit III & IV	V. 10547, p. 2226
Highpoint at Westcreek, Unit I, II, IV	V. 10114, p. 2044
Highpoint at Westcreek, Unit III	V. 12985, p. 1594
The Park at Westcreek	V. 10897, p. 1999
The Reserve at Westcreek	V. 10897, p. 1999

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

Bylaws are recorded with the county under document number 20140183311  
Articles of Incorporation are recorded with the county under document number 20160145410.

The following Standards for Villages of Westcreek Owners' Association is filed under Document Number 20160169878.

- Standards for Architectural Design and Property Maintenance – dated August 2016

The following resolutions dated 10/1/2016 are filed under Document Number 20160224512:

- Billing Policy and Payment Plan Guidelines
- Collection Policy and Schedule
- Electronic and Telephonic Action Policy
- Payment Plan Policy
- Solar Energy Device Guidelines
- Standby Electric Generator Guidelines

10 Day Violation Letters and Corrective Actions Policy dated 11/10/2016 is filed under Document Number 20160231106.

Villages of Westcreek Owner's Association, Inc. Administrative Resolution No. 32 Fence Maintenance on Major Roads is filed under Document No. 20170126736.

Other names and aliases associated within the Villages of Westcreek:

<b>Name</b>	<b>Alias</b>	<b>Plat Recording</b>
Oaks of Westcreek, Unit II	The Oaks	V. 9518, p. 121
Oaks of Westcreek, Unit II Phase 3	The Oaks	V. 9518, p. 128
Oaks of Westcreek, Unit III	The Oaks	V. 9539, p. 65
Oaks of Westcreek, Unit II A	The Oaks	V. 9537, p. 173
Westcreek Model Home	Country Oaks	V. 9516, p. 17
Royal Oaks of Westcreek, Unit 1	Royal Oaks	V. 9516, pp.4-5
Royal Oaks of Westcreek, Unit II	Royal Oaks	V. 9526, pp. 120-2
Quail Meadow of Westcreek	Quail Meadow	V. 9517, p. 5
Willow Brook of Westcreek, Unit 1	Willowbrook	V. 9516, p. 189
Willow Brook of Westcreek, Unit II	The Hollow	V. 9520, p. 108
Willow Brook of Westcreek, Unit III	The Hills	V. 9545, p. 44
Woods of Westcreek, Unit 1	The Woods	V. 9516, p. 188
Woods of Westcreek, Unit II	The Woods	V. 9518, p. 208
Woods of Westcreek, Unit III	The Woods	V. 9519, p. 189
Woods of Westcreek, Unit IV	The Woods	V. 9520, p. 136
Bluffs of Westcreek, Unit I	The Bluffs	V. 9529, p. 148
Bluffs of Westcreek, Unit II	The Bluffs	V. 9539, pp. 69-70
Summit of Westcreek	The Summit	V. 9532, p. 37
Westcreek Oaks Subdvn Unit I	The Forest	V. 9536, pp. 13-14
Westcreek Oaks Subdvn Unit II	The Forest	V. 9537, p. 207
Westcreek Oaks Subdvn Unit III	The Point	V. 9539, p. 156
The Heights of Westcreek Unit I	The Estates	V. 5738, p. 1929
Westcreek Gardens	The Gardens	V. 9550, p. 62

Highpoint at Westcreek, Unit I	Highpoint	V. 8474, p. 122-128
Highpoint at Westcreek, Unit II	Highpoint	V. 10114, p. 2113
Highpoint at Westcreek, Unit III	Highpoint	V. 10114, p. 2113
Highpoint at Westcreek, Unit IV	Highpoint	V. 10114, p. 2113
Wynwood Place at Westcreek, Unit I	Wynwood	V. 8474, p. 122-128
Wynwood Place at Westcreek, Unit II	Wynwood	V. 8474, p. 122-128
Wynwood Place at Westcreek Unit III	Wynwood	V. 9558, p. 175-176
Wynwood Place at Westcreek, Unit IV	Wynwood	V. 10547 p. 2231-2236
Vistas of Westcreek, Unit I	Vistas	V. 9266, p. 2122-2125
Vistas of Westcreek, Unit II	Vistas	V. 9266, p. 2122-2126
Vistas of Westcreek, Unit III	Vistas	V. 9256, p. 2122-2125
The Park at Westcreek	The Park	V. 11353, p. 177-245
The Reserve at Westcreek	The Reserve	V. 11353, p. 177-245

The following Resolutions and Rules are filed under Document No. 20180145909:

- Villages of Westcreek Owners' Association (VWOA) Pool Rules
- Administrative Resolution No. 46 Suggestions and Recommendations Committee ("SARC")
- Administrative Resolution No. 6, Revised Finance and Reserve Study Committee Terms of Reference

The below revised Resolution is filed under Document No. 20180148121:

- Administrative Resolution No. 46 Suggestions and Recommendations Committee ("SARC")

Villages of Westcreek Owners' Association, Inc. Third Amended and Restated Bylaws are filed under Document No. 20180217745

Villages of Westcreek Owners' Association, Inc. Third Amended and Restated Bylaws are filed under Document No. 20180232751

Villages of Westcreek Owners' Association, Inc. Billing Policy and Payment Plan Guidelines are filed under Document No. 20180233484

**Villages of Westcreek Owners' Association, Inc. Administrative Resolution No. 48 Nominations Committee is filed under and attached to this Certificate.**

7. Mailing Address and Contact Information for the Association and the Managing Agent:  
Spectrum Association Management  
17319 San Pedro, Suite 318  
San Antonio, TX 78232  
contact@spectrumam.com  
210-494-0659 Fax: 494-0887

Prospective purchasers are advised to independently examine the Declaration, Bylaws, and all other governing documents of 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 3<sup>rd</sup> day of January, 2019

Villages of Westcreek Owners' Association, Inc.

By: Shelby Schilleci  
Shelby Schilleci (of Spectrum Association Management) Managing Agent

State of Texas §

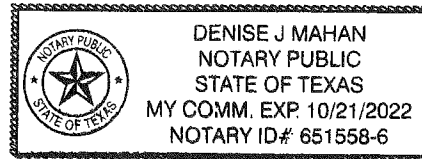
County of Bexar §

This Instrument was acknowledged and signed before me on 3<sup>rd</sup>, January, 2019 by  
Shelby Schilleci, representative of Spectrum Association Management, LP, the Managing Agent for Villages of Westcreek  
Owners' Association, Inc. on behalf of said Association.

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

Denise J Mahan

Notary Public, State of Texas





**VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC. ("ASSOCIATION")**

**ADMINISTRATIVE RESOLUTION NO. 48**

**NOMINATIONS COMMITTEE**

WHEREAS, Article **VII**, **Section 7.03** of the BYLAWS directs the Board of Directors ("BOARD") to exercise for the ASSOCIATION the powers to appoint a NOMINATIONS COMMITTEE.

WHEREAS, the BOARD recognizes the need for a committee with the ability to affect a wide range of areas benefitting the entire association.

WHEREAS, the BOARD recognizes that upon the filing of this Resolution it will put into effect the NOMINATIONS COMMITTEE.

WHEREAS, the BOARD deems it necessary to create a standing committee to assist the BOARD in its duties for the execution of the election;

NOW THEREFORE, BE IT RESOLVED THAT BY UNANIMOUS CONSENT IN WRITING THAT a standing committee known as the NOMINATIONS COMMITTEE be established, having the following terms of reference:

**ORGANIZATIONAL COMPOSITION**

The NOMINATIONS COMMITTEE shall consist of at least 3 MEMBERS appointed by the BOARD. No more than one member of a household may serve as a voting member of the committee.

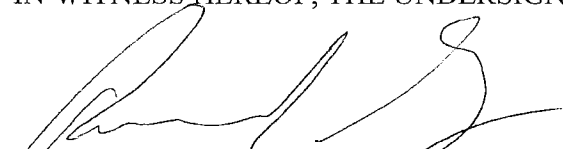
1. CHAIRPERSON – The BOARD PRESIDENT will appoint a board member to serve as the CHAIR.
2. CO-CHAIRPERSON – The CHAIRPERSON will nominate the CO-CHAIR. The CO-CHAIR will retain all of the CHAIRPERSON's responsibilities in the event of absence or vacancy.
3. VACANCIES – The BOARD may remove the Chairperson or any member with or without cause, upon a majority vote. The BOARD may vote to remove its Chairperson or any member upon show of good cause. Vacancies created by the above or by death or by resignation of the Chairperson, shall be filled by the CO-Chairperson and the remaining members of the Committee will elect a new CO-Chairperson.
4. SECRETARY – The COMMITTEE will designate a Secretary from among the members of the Committee. The Secretary shall be responsible for keeping the Committee membership roster, recording minutes of all Committee meetings, and in general, maintaining written documentation on Committee decisions and activities.

### RESPONSIBILITY OF THE NOMINATIONS COMMITTEE

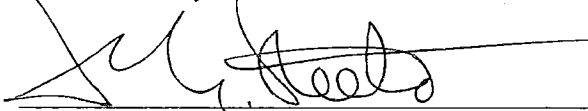
The primary responsibility of the NOMINATIONS COMMITTEE will have the following responsibilities:

1. Determine the number of nominations needed.
2. Ensure that deadlines for nominations are met.
3. Oversee the posting of nomination forms using the prescribed form.
4. Ensure the accuracy of the information when it is presented to the community.
5. Report to the board monthly updates on the candidates.
6. Assist the board in conducting (2) Meet the Candidates meetings coordinated with the current board. These meetings should be 30 and 60 days before the Annual Meeting.

IN WITNESS HEREOF, THE UNDERSIGNED HAVE EXECUTED THIS CONSENT

  
\_\_\_\_\_  
Richard Gentry, VWOA Board President

12-21-18  
Date

  
\_\_\_\_\_  
John Steele, VWOA Board Secretary

21 Dec 2018  
Date

**File Information**

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

**Document Number:** 20190001285  
**Recorded Date:** January 03, 2019  
**Recorded Time:** 1:55 PM  
**Total Pages:** 7  
**Total Fees:** \$46.00

**\*\* 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: 1/3/2019 1:55 PM



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