

**PROPERTY OWNERS ASSOCIATION 11TH 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 I	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 I	V. 4108, p. 0302
Royal Oaks of Westcreek, Unit II	V. 5636, p. 0486
Westcreek Oaks Subdvn, Unit I – 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:

<u>Name</u>	<u>Alias</u>	<u>Plat Recording</u>
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 I	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 I	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 I	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 Subdivn 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 Document No. 20190001285

Villages of Westcreek Owners' Association, Inc. Pool Rules and Sports Park Rules are filed under Document No. 20190052243

Villages of Westcreek Owners' Association, Inc. AR 49-Resolution of the Board of Directors are filed with 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 10th day of December, 2019

Villages of Westcreek Owners' Association, Inc.

By: Belinda Moreno
Belinda Moreno (of Spectrum Association Management) Managing Agent

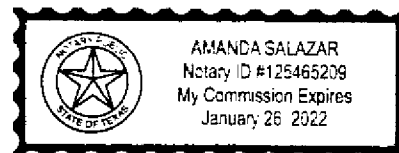
State of Texas §

County of Bexar §

This Instrument was acknowledged and signed before me on 10th, December, 2019 by
Belinda Moreno, 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

Amanda Salazar
Notary Public, State of Texas



**AR 49-RESOLUTION OF THE BOARD OF DIRECTORS
OF VILLAGES OF WESTCREEK OWNERS' ASSOCIATION,
INC.**

WHEREAS, Villages of Westcreek is a subdivision located in Bexar County, Texas (the "**Subdivision**");

WHEREAS, Villages of Westcreek Owners' Association, Inc., a Texas nonprofit corporation (the "**Association**"), is governed by that certain Villages of Westcreek Declaration of Covenants, Conditions & Restrictions recorded on or about January 27, 1987 in Volume 3921/Pages 1961-2013 of the Official Public Records of Real Property of Bexar County, Texas (as may be further amended and/or supplemented, the "**Declaration**");

WHEREAS, the Association is further governed by those certain Third Amended and Restated Bylaws of the Villages of Westcreek Owners' Association, Inc. recorded on November 28, 2018 as Document No. 20180232751 of the Official Public Records of Real Property of Bexar County, Texas (the "**Bylaws**");

WHEREAS, pursuant to Article VII, Section 7.13 of the Bylaws, the Board of Directors (the "**Board**") shall have the powers and duties set forth in the Declaration as well as those necessary for the administration of the affairs of the Association;

WHEREAS, pursuant to Article VII, Section 7.03 of the Bylaws, nomination for election to the Board of Directors shall be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating Committee shall be appointed by the Board prior to each annual meeting of the Members, to serve from the close of such annual meeting until the close of the next annual meeting and such appointment shall be announced at each annual meeting. The Nominating Committee shall make as many nominations for election to the Board as it shall in its discretion determine, but not less than the number of vacancies that are to be filled; and

WHEREAS, pursuant to the authority granted by the Bylaws, the Board has determined that it is necessary and proper to adopt the following procedures with respect to voting and nominations for election to the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED, by the Board, that in order to ensure the business and affairs of the Association, the welfare of the members of the Association, and the orderly operation of the Subdivision, the Board establishes the following:

1. Nominations. Pursuant to the authority granted by the Bylaws of the Association, the Association and the Nominating Committee may elect to follow the following procedures with respect to nominations for election to the Board of Directors:
 - a. **70 days before Annual Meeting** – Nomination forms sent to Members (forms may be sent using Constant Contact and may also be available in the management company office).

- b. **60 days before Annual Meeting** – Nomination form submission deadline for Members (forms may be emailed to the community manager or delivered to the management company office by 5 p.m.).
- c. **Up to 50 days before Annual Meeting** – Annual Meeting notice may be mailed to Members. Such notice will include only those nominees submitted by the submission deadline noted herein above.
- d. **43 days before Annual Meeting** – Meet the candidate meeting may be held at the management company office or other designated location. Dates are approximate.
- e. **Up to 32 days before Annual Meeting (no less than 7 days prior)** – Members may submit proxies with the Secretary or Assistant Secretary of the Association.
- f. **29 days before Annual Meeting** – Members may meet the candidates at a regular Board meeting. Dates are approximate.
- g. **18 days before Annual Meeting** – the voting period open for online voting or any other method designated by the Association.

Notwithstanding the foregoing, the aforementioned procedures for nominations for election to the Board of Directors is only intended as a guide. The Board hereby reserves the right to alter and/or deviate from the specific timeframes noted herein above in order to ensure the orderly operation of the business and affairs of the Association.

- 2. **Withdrawal of a Candidate.** If any candidate that has submitted a nomination form or otherwise been nominated for election to the Board of Directors no longer intends to run for an open director position, such candidate must submit a written and signed request stating that the candidate thereby withdraws his or her name from consideration for election to the Board of Directors. Upon receipt of such withdrawal request from a candidate, the Association members will be advised using Constant Contact or other email communication. Notwithstanding such withdrawal request, if the Board determines that it is too late to correct the candidate materials, ballots will not be altered or re-sent to the Members, nor will the candidate be removed from online voting ballots. Under such circumstances, the withdrawn candidate's votes will be collected, but will not be tallied at the meeting.
- 3. **Voting Methods.** The voting rights of an owner may be cast or given:
 - a. in person or by proxy at a meeting of the Association;
 - b. by absentee ballot in accordance with Section 209.00592 of the TEX. PROP. CODE; or
 - c. by electronic ballot (online voting) in accordance with Section 209.00592 of the TEX. PROP. CODE.

Any vote cast by a property owner at meeting, in person or by proxy, supersedes any vote previously submitted by absentee or electronic ballot.

- 4. **Cumulative Voting.** Cumulative voting is not permitted.
- 5. **Tabulation of Votes.** Upon receipt from the Members, Secretary, or Assistant Secretary of the Association, the management company will collect, verify, and count all votes of

the Members. The Association's attorney may be present at any Member meeting at which Member votes will be cast and/or counted. In accordance with Section 209.00594 of the TEX. PROP. CODE, a person who is a candidate in an Association election or who is otherwise the subject of an association vote, or a person related to that person within the third degree by consanguinity or affinity may not tabulate or otherwise be given access to the ballots cast in that election or vote. Each candidate running for the Board of Directors may name one (1) representative to observe the counting of the ballots. Such observers are not entitled to see the name of the person who cast any ballot. Any disruptive observer may be removed.

6. These procedures may be amended or terminated from time to time at the discretion of the Board.
7. All capitalized terms undefined in this Resolution shall have the same meanings herein as are prescribed to them in the Bylaws.

[SIGNATURE PAGE TO FOLLOW]

EXECUTED AND EFFECTIVE this _____ day of _____, 2019.

ASSOCIATION:

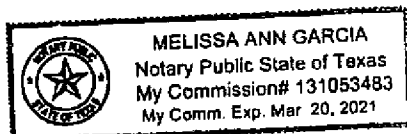
VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC.,
a Texas nonprofit corporation

By:

Richard Gentry, President

STATE OF TEXAS §
 §
COUNTY OF Bexar §

On this 2 day of December, 2019, before me, the undersigned notary public, personally appeared _____ of VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC., a Texas nonprofit corporation, known to me to be the person whose name is subscribed to the within instrument, and acknowledged that she or he executed the same for the purposes and consideration set forth therein.



Melissa Ann Garcia
Notary Public, State of Texas

ATTEST:

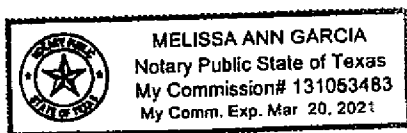
I, as Secretary of the Association, hereby certify that a majority of the Board voted to adopt this Resolution as detailed herein.

By:

Daniel Schafar, Secretary

STATE OF TEXAS §
 §
COUNTY OF Bexar §

On this 2 day of December, 2019, before me, the undersigned notary public, personally appeared _____ of VILLAGES OF WESTCREEK OWNERS' ASSOCIATION, INC., a Texas nonprofit corporation, known to me to be the person whose name is subscribed to the within instrument, and acknowledged that she or he executed the same for the purposes and consideration set forth therein.



Melissa Ann Garcia
Notary Public, State of Texas

File Information

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

Document Number: 20190249569
Recorded Date: December 10, 2019
Recorded Time: 10:02 AM
Total Pages: 9
Total Fees: \$54.00

**** 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: 12/10/2019 10:02 AM



Lucy Adame-Clark
Lucy Adame-Clark
Bexar County Clerk