

After recording return to:

Robert D. Burton, Esq.  
WINSTEAD PC  
401 Congress Avenue, Suite 2100  
Austin, Texas 78701  
rburton@winstead.com



MANAGEMENT CERTIFICATE  
OF  
BERRY CREEK HIGHLANDS MASTER COMMUNITY, INC.

The undersigned, being an officer of Berry Creek Highlands Master Community, Inc., and in accordance with Section 209.004 of the Texas Property Code, does hereby certify as follows:

1. The name of the subdivision: Berry Creek Highlands
2. The name of the association: Berry Creek Highlands Master Community, Inc., a Texas nonprofit corporation.
3. The recording data for the subdivision: That certain real property located in Williamson County, Texas, as more particularly described on Exhibit "A" to the Berry Creek Highlands Master Covenant [Residential], recorded as Document No. 2022026699 in the Official Public Records of Williamson County, Texas.
4. The recording data for the documents: See Attachment 1 to this Management Certificate.
5. The name and mailing address of the association: Berry Creek Highlands Master Community, Inc., Attention: c/o FirstService Residential, Attn: Ruben Salinas, 5316 West US-290 Service Road, Ste. 100, Austin, Texas 78735.
6. The name, mailing address, telephone number, and email address of the person managing the association:

Name:	Berry Creek Highlands Master Community, Inc. c/o FirstService Residential
Mailing Address:	5316 West US-290 Service Road, Ste. 100 Austin, Texas 78735 Attn: Ruben Salinas
Telephone Number:	(512) 620-7094
Email Address:	<u>Ruben.Salinas.FSResidential.com</u>

7. Website to access the Association's dedicatory instruments:  
BerryCreekHighlands.connectresident.com.

8. Amount and description of fees related to property transfer in the subdivision: The Association fees are in the following amounts:

Working Capital Assessment	\$100.00
Community Enhancement Fee	25% of the Transfer Price (as defined in the Community Enhancement Covenant)
Transfer Fee	Not to exceed \$350.00
Resale Disclosure Package (6-10 days; 3-5 days; 1-2 days)	\$375; \$450; \$500
Resale Disclosure Update (within 60 days of original request)	\$75
Refinance Certificate Fee (6-10 days; 3-5 days; 1-2 days)	\$125; \$200; \$250
Developer/Builder to Homeowner- Statement of Account (6-10 days; 3-5 days; 1-2 days)	\$35; \$50; \$75
HOA Questionnaire (optional) – (Single Family)	\$250.00
Loan Estimate Questionnaire (optional) - (Single Family)	\$100.00

The Association fees cover all costs that the Association incurs related to a property transfer in the subdivision.

This Management Certificate is effective as of the 25<sup>th</sup> day of March, 2024.

**BERRY CREEK HIGHLANDS MASTER COMMUNITY,  
INC., a Texas nonprofit corporation**

By: Kristie Rose Zapp

Name: K. Rose-Zapp

Title: President

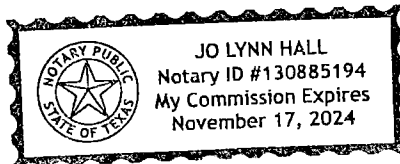
THE STATE OF FLORIDA §

§

COUNTY OF ORANGE §

This instrument was acknowledged before me on 9 day of January, 2024, by Kristie Rose-Zapp, the Managing Agent of Berry Creek Highlands Master Community, Inc., a Texas nonprofit corporation, on behalf of said nonprofit corporation.

[SEAL]



[Signature]  
Notary Public Signature

MANAGEMENT CERTIFICATE

BERRY CREEK HIGHLANDS MASTER COMMUNITY, INC.

ATTACHMENT 1

- (a) Berry Creek Highlands Master Covenant [Residential], recorded under Document No. 202202669 in the Official Public Records of Williamson County, Texas.
- (b) Berry Creek Highlands Development Area Declaration [Residential] recorded under Document No. 2022026998 in the Official Public Records of Williamson County, Texas.
- (c) Berry Creek Highlands Community Enhancement Covenant, recorded under Document No. 2022026999 in the Official Public Records of Williamson County, Texas.
- (d) Berry Creek Highlands Adoption of Working Capital Assessment, recorded under Document No. 2022027282, in the Official Public Records of Williamson County, Texas.
- (e) Berry Creek Highlands Community Manual, recorded under Document No. 2022027281 in the Official Public Records of Williamson County, Texas.
- (f) Berry Creek Highlands Master Design Guidelines [Residential], recorded under Document No. 2022027280 in the Official Public Records of Williamson County, Texas.
- (g) Berry Creek Highlands Notice of Applicability [Phase 2B], recorded under Document No. 2022030965, in the Official Public Records of Williamson County, Texas.
- (h) Berry Creek Highlands Notice of Applicability [Phase 4A], recorded under Document No. 2022030967 in the Official Public Records of Williamson County, Texas

**ELECTRONICALLY RECORDED  
OFFICIAL PUBLIC RECORDS**

**2024023076**

Pages: 5 Fee: \$37.00

03/25/2024 04:29 PM

MGOLDEN



*Nancy E. Rister*

Nancy E. Rister, County Clerk  
Williamson County, Texas