# PROPERTY OWNERS ASSOCIATION MANAGEMENT CERTIFICATE FOR HIGHLANDS AT TAPATIO SPRINGS HOMEOWNERS ASSOCIATION, INC.

THE STATE OF TEXAS \$
COUNTIES OF KENDALL \$

The undersigned, being the Managing Agent of Highlands at Tapatio Springs Homeowners Association, Inc., a non-profit corporation organized and existing under the laws of the State of Texas, submits the following information pursuant to Section 209.004 of the Texas Property Code which supersedes any prior Management Certificate filed by Highlands at Tapatio Springs Homeowners Association, Inc.:

- 1. <u>Name of Subdivision</u>: Highlands at Tapatio Springs f/k/a Gardens Over Tapatio Springs.
- 2. <u>Name of Association:</u> Highlands at Tapatio Springs Homeowners Association, Inc. f/k/a The Gardens Over Tapatio Springs Owners Association.
- 3. <u>Recording Data for the Subdivision:</u>
  - a) Tapatio Springs, Unit 18, (Garden Home Subdivision) Phase 2, recorded in Volume 4, Pages 253-256, Kendall County Plat Records (save and except the 11.4 acre tract referred to as Lot 106, Tapatio Springs, Unit 18, Phase 2, recorded in Volume 4, Pages 253-26, Kendall County Plat Records.
  - b) The Gardens Over Tapatio Springs, a subdivision described in the plat recorded in Volume 4, Page 136, Kendall County Plat Records.
- 4. <u>Recording Data for the Declaration:</u>
  - a) Amended and Restated Declaration of Covenants, Conditions and Restrictions for the Gardens Over Tapatio Springs, recorded at Volume 799, Page 257, Official Public Records of Kendall County, Texas.
  - b) Annexation Declaration Relating to The Gardens Over Tapatio Springs recorded at Volume 855, Page 504, Official Public Records of Kendall County, Texas.
  - c) First Amendment to the Amended and Restated Declaration of Covenants, Conditions and Restrictions for Gardens Over Tapatio Springs, recorded at Doc. No. 2023-376992, Official Public Records of Kendall County, Texas.
- 5. <u>Name and Mailing Address of the Association is:</u> Highlands at Tapatio Springs Homeowners Association, Inc. c/o FirstService Residential San Antonio, LLC, 3424 Paesanos Pkwy, Ste 100, San Antonio, TX 78231.

- <u>Name and Mailing Address of Person Managing the Association or Its Designated</u> <u>Representative is:</u> Highlands at Tapatio Springs Homeowners Association, Inc. c/o FirstService Residential San Antonio, LLC, 3424 Paesanos Pkwy, Ste 100, San Antonio, TX 78231.
- 7. <u>Telephone Number to Contact the Association is:</u> 281.829.7202 and 210.829.5207.
- 8. Email Address to Contact the Association: mgmt-certificateTX@fsresidential.com
- 9. <u>The Association's website may be found at:</u> <u>https://highlandsattapatiospringsoa.connectresident.com/</u>
- 10. Fees charged by the Association upon the sale or transfer of Property:
  - a. Resale Certificate: \$375.00 or more not to exceed the maximum allowable rate.
  - b. Rush Fee for Resale Certificate:
    - i. 1-2 days: \$125.00.
    - ii. 3-5 days: \$75.00.
  - c. Updated Certificate: after 30 days of issuance of the original \$75.00.
  - d. Transfer Fee: \$340.00.
  - e. Developer/Builder to Homeowner Closings Statement of Account (does not include Governing Documents) not to exceed \$75.00.
  - f. Refinance Fee: \$150.00.
  - g. Rush Fee for Refinance:
    - i. 1-2 days: \$125.00.
    - ii. 3-5 days: \$75.00.

Executed on this the  $\underline{\partial}$  day of October 2023.

HIGHLANDS AT TAPATIO SPRINGS HOMEOWNERS ASSOCIATION, INC.

By:

Kristie Rose-Zapp, President of FirstService Residential San Antonio, LLC

#### THE STATE OF TEXAS 9999 ACKNOWLEDGMENT **COUNTY OF DALLAS**

BEFORE ME, the undersigned notary public, on this the  $\underline{\mathcal{AP}}_{-}$  day of October 2023 personally appeared Kristie Rose-Zapp, President of FirstService Residential San Antonio, LLC, and Managing Agent of Highlands at Tapatio Springs Homeowners Association, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that s/he executed the same for the purpose and in the capacity therein expressed and on behalf of the Association.



May MD in ald Notary Public in and for the State of Texas



SUGAR LAND, TEXAS 77479

Kendall County Denise Maxwell Kendall County Clerk

## Instrument Number: 384793

eRecording - Real Property

NOTICE

Recorded On: November 14, 2023 09:14 AM

Number of Pages: 4

" Examined and Charged as Follows: "

Total Recording: \$34.00

## \*\*\*\*\*\*\*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\*\*\*\*\*\*

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.

## File Information:

| Document Number:    | 384793                     |
|---------------------|----------------------------|
| Receipt Number:     | 20231114000006             |
| Recorded Date/Time: | November 14, 2023 09:14 AM |
| User:               | Grace O                    |
| Station:            | cclerk07                   |

# Record and Return To: Corporation Service Company

#### STATE OF TEXAS COUNTY OF

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time printed hereon, and was duly RECORDED in the Official Records of Kendall County, Texas.

Denise Maxwell Kendall County Clerk Kendall County, TX

Denie Maywell