

**PROPERTY OWNERS ASSOCIATION MANAGEMENT CERTIFICATE  
FOR  
RANDOLPH CROSSING HOMEOWNERS ASSOCIATION, INC.**

THE STATE OF TEXAS                         §  
COUNTIES OF BEXAR                         §

The undersigned, being the Managing Agent of Randolph Crossing 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 Randolph Crossing Homeowners Association, Inc.:

1. Name of Subdivision: Randolph Crossing.
2. Name of Association: Randolph Crossing Homeowners Association, Inc.
3. Recording Data for the Subdivision:
  - a) Randolph Crossing Unit 1 plat recorded under Document Nos. 20220172867-2022172870, plat records of Bexar County, Texas.
4. Recording Data for the Declaration:
  - a) Declaration of Covenants, Conditions and Restrictions for Randolph Crossing, Unit 1, recorded in the Property Records of Bexar County, Texas, under Document Number 20220178133.
5. Name and Mailing Address of the Association is: Randolph Crossing Homeowners Association, Inc. c/o FirstService Residential San Antonio, LLC, 3424 Paesanos Pkwy, Ste 100, San Antonio, TX 78231.
6. Name and Mailing Address of Person Managing the Association or Its Designated Representative is: Randolph Crossing Homeowners Association, Inc. c/o FirstService Residential San Antonio, LLC, 3424 Paesanos Pkwy, Ste 100, San Antonio, TX 78231.
7. Telephone Number to Contact the Association is: 281.829.7202 and 210.829.5207.
8. Email Address to Contact the Association: mgmt-certificateTX@fsresidential.com
9. The Association's website may be found at: <https://randolphcrossing.connectresident.com/>

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.
- h. Working Capital Fee: \$150.00.

Executed on this the 23 day of October 2023.

RANDOLPH CROSSING HOMEOWNERS  
ASSOCIATION, INC.

By: K. Rose-Zapp  
Kristie Rose-Zapp, President of FirstService  
Residential San Antonio, LLC

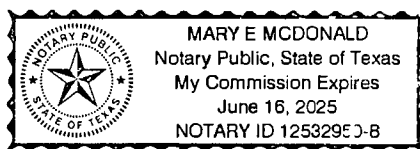
THE STATE OF TEXAS

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ACKNOWLEDGMENT

COUNTY OF DALLAS

BEFORE ME, the undersigned notary public, on this the 23 day of October 2023 personally appeared Kristie Rose-Zapp, President of FirstService Residential San Antonio, LLC, and Managing Agent of Randolph Crossing 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.



Mary McDonald  
Notary Public in and for the State of Texas

**File Information**

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

**Document Number:** 20230208874  
**Recorded Date:** November 14, 2023  
**Recorded Time:** 10:29 AM  
**Total Pages:** 3  
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**\*\* 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: 11/14/2023 10:29 AM



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