

**PROPERTY OWNERS ASSOCIATION MANAGEMENT CERTIFICATE  
FOR  
ENCLAVE AT TOBIN HILL HOMEOWNERS ASSOCIATION, INC.**

THE STATE OF TEXAS                   §  
COUNTIES OF BEXAR                 §

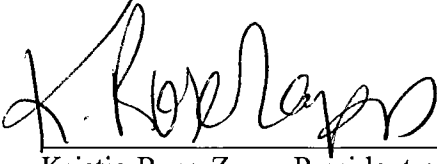
The undersigned, being the Managing Agent of Enclave at Tobin Hill Homeowners Association, Inc. a non-profit corporation organized and existing under the laws of the State of Texas, submits the following information pursuant to Section 209.004 of the Texas Property Code which supersedes any prior Management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

1. Name of Subdivision: Enclave at Tobin Hill.
2. Name of Association: Enclave at Tobin Hill Homeowners Association, Inc.
3. Recording Data for the Subdivision:
  - a) Enclave at Tobin Hill, a subdivision located in Bexar County, Texas, and any other subdivisions which have been or may be subsequently annexed thereto and made subject to the authority of Enclave at Tobin Hill Homeowners Association, Inc. which sections were originally encumbered by dedicatory instruments filed of record in Bexar County, Texas as follows:
    - a. Recording Date: 10/02/2015; Filed Document: Plat; Recording Information: 20150190220
4. Recording Data for the Declaration:
  - a) Enclave at Tobin Hill, a subdivision located in Bexar County, Texas, and any other subdivisions which have been or may be subsequently annexed thereto and made subject to the authority of Enclave at Tobin Hill Homeowners Association, Inc. which sections were originally encumbered by dedicatory instruments filed of record in Bexar County, Texas as follows:
    - a. Recording Date: 01/28/2016; Filed Document: DCCR; Recording Information: 20160060768
    - b. Recording Date: 08/02/2018; Filed Document: First Amendment to DCCR; Recording Information: 20180152123
5. Name and Mailing Address of the Association is: Enclave at Tobin Hill 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: Enclave at Tobin Hill 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: Resale Certificates and other information regarding the Association may be requested by contacting the Association c/o FirstService Residential via <https://www.fsresidential.com/texas/resale-and-lender-documents>. Alternatively, you may contact the office for FirstService Residential by e-mail at [Mgmt-CertificateTX@fsresidential.com](mailto:Mgmt-CertificateTX@fsresidential.com).
9. The Association's website may be found at: <https://enclaveattobinhill.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. Homeowner Setup/ Unit Transfer Fee: \$340.00.
  - e. Statement of Account/Fee Sheet Processing: \$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: \$500.00 (First Buyer Only).

Executed on this the 9 day of April 2024.

ENCLAVE AT TOBIN HILL HOMEOWNERS  
ASSOCIATION, INC.

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

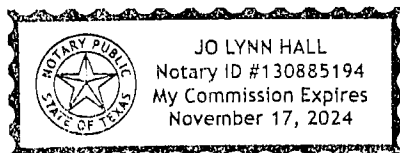
THE STATE OF TEXAS

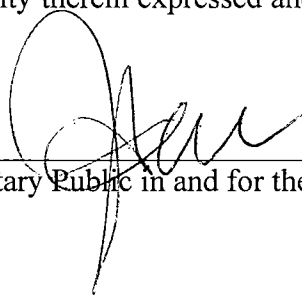
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ACKNOWLEDGMENT

COUNTY OF BEXAR

BEFORE ME, the undersigned notary public, on this the 9 day of April 2024 personally appeared Kristie Rose-Zapp, President of FirstService Residential San Antonio, LLC, and Managing Agent of Enclave at Tobin Hill 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.



  
Notary Public in and for the State of Texas

E-RECORDED BY:

**ISG** | SEARS  
BENNETT  
& GERDES, LLP

6548 GREATWOOD PKWY.  
SUGAR LAND, TEXAS 77479

**File Information**

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

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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: 4/10/2024 10:58 AM



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