

**PROPERTY OWNERS ASSOCIATION MANAGEMENT CERTIFICATE
FOR
ENCINO RANCH HOMEOWNERS ASSOCIATION**

THE STATE OF TEXAS §
COUNTIES OF BEXAR §

The undersigned, being the Managing Agent of Encino Ranch Homeowners Association, 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 Encino Ranch Homeowners Association:

1. Name of Subdivision: Encino Ranch.
2. Name of Association: Encino Ranch Homeowners Association, Inc.
3. Recording Data for the Subdivision:
 - a) The Encino Ranch Homeowners Association, 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 the Encino Ranch Homeowners Association, Inc. which sections were originally encumbered by dedicatory instruments filed of record in Bexar County, Texas as follows:
 - a. Recording Date: 03/17/1998; Filed Document: Unit 1-Plat; Recording Information: 39942
 - b. Recording Date: 09/28/1998; Filed Document: DCCR's Unit 1; Recording Information: 172302
 - c. Recording Date: 04/30/1999; Filed Document: Unit 2-Plat; Recording Information: 82228
 - d. Recording Date: 02/05/2001; Filed Document: Unit 4-Plat; Recording Information: 17286
 - e. Recording Date: 06/19/2001; Filed Document: Unit 4-Re-Plat; Recording Information: 101198
 - f. Recording Date: 04/11/2002; Filed Document: Unit 3-Plat; Recording Information: 20020303653
4. Recording Data for the Declaration:
 - a) The Encino Ranch Homeowners Association, 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 the Encino Ranch Homeowners Association, Inc. which sections were originally encumbered by dedicatory instruments filed of record in Bexar County, Texas as follows:

- a. Recording Date: 09/28/1998; Filed Document: DCCR's Unit 1; Recording Information: 172302
 - b. Recording Date: 09/05/2003; Filed Document: DCCR's Unit 2, 3 & 4; Recording Information: 20030230809
5. Name and Mailing Address of the Association is: Encino Ranch 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: Encino Ranch 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://encinoranchhoa.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.

Executed on this the 20 day of March 2024.

ENCINO RANCH HOMEOWNERS
ASSOCIATION

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

THE STATE OF TEXAS

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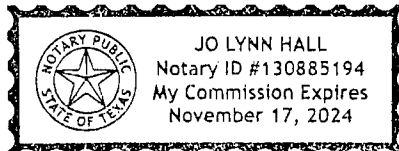
ACKNOWLEDGMENT

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COUNTY OF BEXAR

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BEFORE ME, the undersigned notary public, on this the 20 day of March 2024 personally appeared Kristie Rose-Zapp, President of FirstService Residential San Antonio, LLC, and Managing Agent of Encino Ranch Homeowners Association, 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.



[Signature]
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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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: 4/4/2024 10:49 AM



Lucy Adame-Clark
Lucy Adame-Clark
Bexar County Clerk