

PROPERTY OWNERS' ASSOCIATION
MANAGEMENT CERTIFICATE

for
Ponderosa Park Townhomes Homeowners Association

In compliance with the provisions of Section 209.004 of the Texas Property Code, the undersigned entity gives notice that it is managing the herein described Association:

1. **Name of the Subdivision:** Ponderosa Park Townhomes
2. **Name of the Association:** Ponderosa Park Townhomes Homeowners Association
3. **Recording Data for the Subdivision:**
Map recorded on January 26, 2004, as File No. X350883, Volume 550053, Instrument Page 1, Film Code, 581112584, of the Real Property Records of Harris County, Texas.
4. **Recording Data for the Declaration and the Declaration Amendments:**
Declaration of Covenants, Conditions, Restrictions and Easements of Ponderosa Park Townhomes recorded on December 7, 2004, as Document No. RP-2004- 110790, of the Real Property Records of Harris County, Texas; and Amendment to Declaration of Covenants, Conditions, Restrictions and Easements of Ponderosa Park Townhomes recorded on August 7, 2015, as Document No. RP- 2015-356854, of the Real Property Records of Harris County, Texas.
5. **Name and Mailing Address of the HOA:**
Ponderosa Park Townhomes Homeowners Association c/o SBB Management Company, LLC 12801 N. Central Expressway Suite 1401 Dallas, TX 75243
6. **Name, Mailing Address, Phone Number and Email for designated representative:**
SBB Management Company, LLC
2801 N. Central Expressway
Suite 1401
Dallas, TX 75243
972-960-2800
support@sbbmanagement.com
7. **Website Address for Accessing Dedicatory Instruments:**
www.sbbmanagement.com use the "find my community" search bar to locate the community webpage
8. **Fees charged by Association related to property transfer:**
 - Resale Certificate- \$375.00
 - Transfer Fee- \$340.00
 - Resale Certificate Update Fee- \$75.00
 - 1 Business Day Rush- \$360.00
 - 3 Business Day Rush- \$ 260.00
 - 5 Business Day Rush- \$160.00
 - 7 Business Day Rush- \$ 75.00
 - Amenity device deactivation fee- \$20.00

This management certificate is filed of record in Harris, Texas by the entity managing the Association. It shall be valid until a later Management Certificate is filed of record by the Association or a successor manager, or until a termination of this Management Certificate is filed of record, whichever is sooner.

Vanessa Burch

By Vanessa Burch, Managing Agent for Ponderosa Park Townhomes Homeowners Association
Duly Authorized Agent
Signed: March 25, 2025

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STATE OF TEXAS §

COUNTY OF ^{Dallas} ~~HARRIS~~ §

This Instrument was signed before me on 3/25/25 and it was acknowledged that this instrument was signed by Vanessa Burch for the purposes and intent herein expressed.

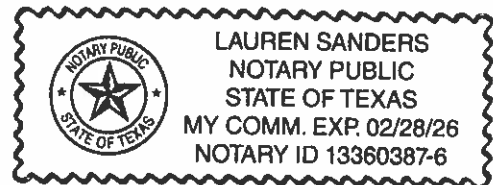
Lauren Sanders

Notary Public in and for the State of Texas

Notary Printed Name: Lauren Sanders My Commission Expires: 2/28/26

AFTER RECORDING RETURN TO:
SBB Management Company, LLC
12801 N. Central Expressway
Suite 1401
Dallas, TX 75243

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<Notary Stamp Above>

RECORDER'S MEMORANDUM:

At the time of recordation, this instrument was found to be inadequate for the best photographic reproduction because of illegibility, carbon or photo copy, discolored paper, etc. All blockouts, additions and changes were present at the time the instrument was filed and recorded.

FILED FOR RECORD

3:32:37 PM

Monday, April 21, 2025

Leneshia Hudspeth

COUNTY CLERK, HARRIS COUNTY, TEXAS

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.

THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED; in the Official Public Records of Real Property of Harris County Texas

Monday, April 21, 2025

Leneshia Hudspeth

COUNTY CLERK
HARRIS COUNTY, TEXAS

