

PROPERTY OWNERS' ASSOCIATION  
MANAGEMENT CERTIFICATE  
*for*  
Courtyards at Russell Creek Homeowners Association, Inc.

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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:** Courtyards at Russell Creek
2. **Name of the Association:** Courtyards at Russell Creek Homeowners Association, Inc.
3. **Recording Data for the Subdivision:**  
Courtyard at Russell Creek, according to the plat records on documents 96-074291, and 2020010325, Official public records of Collin County, Texas
4. **Recording Data for the Declaration and the Declaration Amendments:**  
Documents 95-0048465, Official public records of Collin County, Texas
5. **Name and Mailing Address of the HOA:**  
Courtyards at Russell Creek Homeowners Association, Inc. 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](mailto:support@sbbmanagement.com)
7. **Website Address for Accessing Dedicatory Instruments:**  
[www.sbbmanagement.com](http://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 Collin, 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.

  
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By Vanessa Burch, Managing Agent for Courtyards at Russell Creek Homeowners Association, Inc.  
Duly Authorized Agent  
Signed: March 25, 2025

STATE OF TEXAS           §

§

COUNTY OF COLLIN       §

This Instrument was signed before me on 3-25-2025, and it was acknowledged that this instrument was signed by Vanessa Burch for the purposes and intent herein expressed.

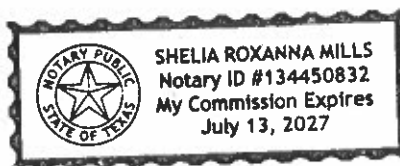
Shelia Roxanna Mills

Notary Public in and for the State of Texas

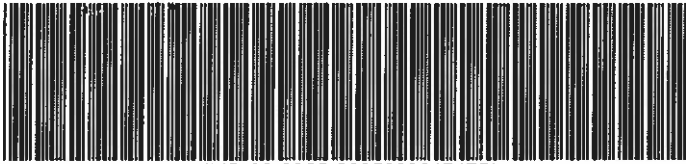
Notary Printed Name: SHELIA ROXANNA MILLS

My Commission Expires: 7-13-2027

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



<Notary Stamp Above>



\*VG-22-2025-2025000047475\*

**Collin County  
Honorable Stacey Kemp  
Collin County Clerk**

**Instrument Number: 2025000047475**

Real Property

CERTIFICATE

Recorded On: April 21, 2025 03:51 PM

Number of Pages: 3

**" Examined and Charged as Follows: "**

Total Recording: \$29.00

**\*\*\*\*\* 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: 2025000047475  
Receipt Number: 20250421001093  
Recorded Date/Time: April 21, 2025 03:51 PM  
User: Natascha M  
Station: Station 1

**Record and Return To:**

SBB MANAGEMENT COMPANY LLC  
12801 N. CENTRAL EXPRESSWAY, SUITE 1401  
DALLAS TX 75243



**STATE OF TEXAS  
Collin County**

**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 Public Records of Collin County, Texas**

Honorable Stacey Kemp  
Collin County Clerk  
Collin County, TX