

**PROPERTY OWNERS' ASSOCIATION**  
**MANAGEMENT CERTIFICATE**

FOR

**Yorkwood Civic Club, Inc.**

(Pursuant to TEXAS PROPERTY CODE Section 209.004)

1. Name of Subdivision: Cole Creek Manor, Section 3

2. Name of Association: Yorkwood Civic Club, Inc.

3. Recording Data for the Subdivision:

Cole Creek Manor, Section 3, according to the map or plat thereof filed under Volume 107, Page 60, in the Map Records of Harris County, Texas.

4. Recording Data for the Declaration:

Cole Creek Manor, Section 3, Reservations of Covenants Conditions and Maintenance Charge, recorded under Clerk's File No. C193441 in the real property records of Harris County, Texas.

Amendment, York Wood Civic Club, P.O. Box 40784, Houston, Texas 77240, recorded under Clerk's File No. R823326 in the real property records of Harris County, Texas.

5. Name and Mailing Address of the Association:

Yorkwood Civic Club, Inc.  
c/o Action Property Management, Inc.  
11118 Cypress North Houston  
Houston, TX 77065

6. The name, mailing address, telephone number and email address of the person managing the Association or the Association's designated representative:

Action Property Management, Inc.  
11118 Cypress North Houston  
Houston, TX 77065  
Phone: 713-686-4692  
Email: [info@actionproperty.net](mailto:info@actionproperty.net)

7. The website address where homeowners may access the Association's dedicatory instruments:

<http://www.actionproperty.net/yorkwood.html>

RP-2021-538312

8. The amount and description of a fee or fees charged by the Association relating to a property transfer in the subdivision:

Transfer Fee - \$150.00  
Resale Certificate - \$250.00  
Resale Certificate Updates - 1-14 days - \$0.00; 15-45 days - \$15.00 and 46-90 days \$40.00

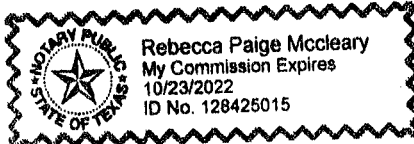
Date: 9-15-21

**YORKWOOD CIVIC CLUB, INC.**  
acting by and through its managing agent,  
Action Property Management, Inc.

By: Lee F Waldheim  
Lee F. Waldheim, President

STATE OF TEXAS       §  
                                     §  
COUNTY OF HARRIS   §

This instrument was acknowledged before me on 9/15/2021 by Lee F. Waldheim, President, of Action Property Management, Inc., Managing Agent for Yorkwood Civic Club, Inc., a Texas nonprofit corporation, on behalf of said corporation.



Rebecca McCleary  
NOTARY PUBLIC, STATE OF TEXAS

After recording, return to:

Action Property Management, Inc.  
11118 Cypress North Houston  
Houston, TX 77065

7260.000

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# Pages 3  
09/20/2021 03:43 PM  
e-Filed & e-Recorded in the  
Official Public Records of  
HARRIS COUNTY  
TENESHIA HUDSPETH  
COUNTY CLERK  
Fees \$22.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

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.



*Teneshia Hudspeth*  
COUNTY CLERK  
HARRIS COUNTY, TEXAS

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