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PROPERTY OWNERS' ASSOCIATION  
MANAGEMENT CERTIFICATE

RP-2025-146294  
04/21/2025 RP1 \$33.00

for  
Ponderosa Forest Community Improvement Association, Inc

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 Forest Sections 5, 7, 8, 9, 10, Extension Sections 1 and 2, Ponderosa Trails Sections 1 & 2

2. **Name of the Association:** Ponderosa Forest Community Improvement Association, Inc

3. **Recording Data for the Subdivision:**

Ponderosa Forest, Section Five, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 170, Page 120 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

Ponderosa Forest, Section Seven, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 179, Page 135 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

Ponderosa Forest, Section Eight, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 198, Page 94 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

Ponderosa Forest, Section Nine, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 253, Page 13 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

Ponderosa Forest, Section Ten, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 298, Page 53 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

Ponderosa Forest Extension, Section One, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 161, Page 29 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

Ponderosa Forest Extension, Section Two, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 198, Page 85 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

Ponderosa Trails, Section One, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 271, Page 145 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

Ponderosa Trails, Section Two, a subdivision in Harris County, Texas, according to the map or plat thereof, recorded in Volume 288, Page 73 of the Map Records of Harris County, Texas and all amendments to or replats of said maps or plats, if any.

4. **Recording Data for the Declaration and the Declaration Amendments:**

- (1) Restrictions for Section Five and Amendment, recorded under Clerk's File No. D470939 and D996038;
- (2) Restrictions for Section Seven and Amendment, recorded under Clerk's File No. D386655 and T433326;
- (3) Restrictions for Section Eight, recorded under Clerk's File No. D996037;
- (4) Restrictions for Section Nine, recorded under Clerk's File No. F216553;
- (5) Restrictions for Section Ten and Amendment, recorded under Clerk's File Nos. G97 4464 and H691646;
- (6) Restrictions for Extension One, recorded under Clerk's File No. D798544;
- (7) Restrictions for Extension Two, recorded under Clerk's File No. D760885;
- (8) Restrictions for Trails One, recorded under Clerk's File No. F725005;
- (9) Restrictions for Trails Two, recorded under Clerk's File No. G588829;
- (10) Payment Plan Policy, under Clerk's File No. 080-56-2597;
- (11) Records Retention Policy, under Clerk's File No. 080-56-2600;
- (12) Books and Records Production Policy, under Clerk's File No. 080-56-2605;
- (13) Regulation of Solar Panels, Roof Shingles, Flags, Flag Poles, Religious Items and Rain Barrels, under Clerk's File No. 080-56-2587;
- (14) Rules and Regulations, under Clerk's File No. RP-2018-369699;
- (15) Regulations Regarding Building, under Clerk's File Nos. S833229, M836322, D996038 and W830453;
- (16) Amendment Relating to Lien Position, filed under Clerk's File No. V777541;
- (17) Articles of Incorporation and Amendments, filed under Clerk's File No. 533- 2 2-2 9 2 9; and
- (18) By-Laws filed under Clerk's File No. 533-22-2940.

**5. Name and Mailing Address of the HOA:**

Ponderosa Forest Community Improvement 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)

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**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 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 Forest Community Improvement Association, Inc  
Duly Authorized Agent  
Signed: March 25, 2025

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STATE OF TEXAS §

§  
COUNTY OF <sup>Dallas</sup> ~~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.

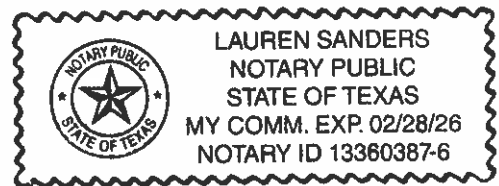
Lauren Sanders

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

✓



<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

4:20:19 PM

Monday, April 21, 2025

*Lenashia 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



*Lenashia Hudspeth*

COUNTY CLERK  
HARRIS COUNTY, TEXAS