

The Role of SBB Management Company

SBB Management Company was founded in 1974 and is one of the longest continually operating association management companies in the Dallas-Fort Worth Metroplex. SBB is committed to only managing community associations in the Metroplex area. We are exclusively dedicated to the community association industry and emphasize creating and maintaining partnerships with associations by providing personal service, attention to detail, and an enduring commitment to the community association industry.

SBB Management Company is an Accredited Association Management Company (AAMC). Our property manager is Dawn Young. Dawn's contact information is:

SBB Management Company
8360 LBJ Freeway, Suite #300
Dallas, Tx 75243

Dawn Young, Senior Community Manager
Office 972-960-2800 ext 398
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The day-to-day activities of our community's management team include many different tasks, but most will fall under the following general headings:

- Advise and provide administrative, managerial and operational counsel to the Board of Directors in order to assist the Board in decision making and operation of the business affairs of the Association.
- Perform site inspections of our community and individual homes for CC&R violations.
- Direct enforcement of restrictive covenants.
- Solicit, evaluate and assist in acquiring insurance consistent with the instructions from the Board.
- Supervise maintenance activities and contractor performances.
- Provide and explain association financial reports, which are kept in accordance with GAAP(Generally Accepted Accounting Principles).
- Financial collections and disbursements (including the collections of delinquent accounts and working with title companies prior to the selling of a home).
- Help develop association budgets.
- Work with an independent CPA firm selected by the Board to audit the association's books and records.
- Serve as a receiving center for association related homeowner and vendor telephone calls.