

**WELCOME**

**TWO SUNSET POINTE  
HOMEOWNERS ASSOCIATION, INC.**

**ANNUAL HOMEOWNERS MEETING**

**MARCH 9, 2023**

**6:30 PM**

**BOARD OF DIRECTORS**

Jason Miller, President  
Lou Hash, Vice President  
Harris Oshiokpekhai, Treasurer  
Lacey Cullison, Secretary  
Chris Holderman, Director

**SBB MANAGEMENT COMPANY**

Timothy McConville, CMCA, AMS, PCAM  
On-Site Community Manager

Mike Luzzi  
Architectural Request and Social Event Coordinator

Brandon Berry  
Facilities and Community Standards Coordinator

Vanessa Burch, CMCA, AMS, PCAM  
President

# **WELCOME**

## **TWO SUNSET POINTE HOMEOWNERS ASSOCIATION, INC.**

### **ANNUAL HOMEOWNERS MEETING**

**MARCH 9, 2023**

**6:30 PM**

- I. Introductions
- II. Verification of Quorum and Proof of Notice of the Meeting
- III. Establish Quorum (10%)
- IV. Call to Order
- V. Approval of the 2022 Annual Meeting Minutes
- VI. Candidate Introductions
- VII. President's Report
- VIII. Financial Summary
- IX. Management Report
- X. Election Results
- XI. Adjournment
- XII. Questions and Answers

**TWO SUNSET POINTE  
HOMEOWNERS ASSOCIATION, INC.  
ANNUAL MEETING OF HOMEOWNERS  
FEBRUARY 24, 2022  
MINUTES**

**CALL TO ORDER/WELCOME**

The 2022 Annual Meeting for Two Sunset Pointe Homeowners Association was called to order at 6:30 pm by Jason Miller, Board President. Diane Barta, community manager, introduced the Board members:

Jason Miller, Board President - Present  
Harris Oshiokpekhai, Vice President - Present  
Nandhakumar Swaminathan, Treasurer - Present  
Lou Hash, Secretary – Present  
Lacey Cullison, Director - Present

Diane Barta introduced the SBB Management Team:

Diane Barta - On-site Community Manager - Present  
Maydee Hickman, Administrative Assistant – Present  
Jaime Halcovich, Facilities and Community Standards Coordinator – Present  
Vanessa Burch, Vice President of Client Relations - Present

**VERIFICATION OF QUORUM - PROOF OF NOTICE OF MEETING**

Diane Barta announced that quorum was met, and 360 votes were received. Diane verified that the Annual Meeting notice was mailed on January 28, 2022.

**APPROVAL OF 2021 MINUTES**

Jason Miller announced that the minutes of the 2021 Annual Meeting Minutes were approved.

**CANDIDATE INTRODUCTION**

Diane Barta introduced candidates Chris Holderman, Harris Oshiokpekhai, and Jason Miller. Each candidate was given up to three minutes to introduce themselves to the members.

**ASSOCIATION REPORTS**

Jason Miller, Board President reviewed the 2021 completed projects, 2022 goals, and Community facts.

Jason Miller introduced Nandha Swaminathan, Treasurer to review the 2021 financials, major expenses and the 2022 budget.

Jason Miller introduced Diane Barta, On-site Community Manager, who discussed the responsibilities of the Management Company and the HOA, along with the different types of volunteer Committees and the need for new volunteers.

### **ELECTION RESULTS**

Diane Barta, On-site Community Manager announced the election results. Chris Holderman, Harris Oshiokpekhai, and Jason Miller were elected to the 2022/2023 Board of Directors.

### **ADJOURN**

The meeting adjourned at 6:55 PM.

### **QUESTION AND ANSWERS**

No questions were submitted.

### **ORGANIZATIONAL MEETING**

Diane Barta, On-Site Community Manager called for nominations for the Board of Directors Officers. The newly elected Board Members voted and selected the following members as Board Officers:

Jason Miller, President

Lou Hash, Vice President

Harris Oshiokpekhai, Treasurer

Lacey Cullison, Secretary

Chris Holderman – Director

Meeting adjourned at 6:57



## Allen Roholt

In my Professional career I assist companies implement and/or streamline business process in an effort to provide an excellent customer experience. This spans from the online user experience, to financial processes. My intention is to use the skills I have to improve the community we live in, while promoting transparency and accountability within the HOA itself, so that homeowners see real value being provided by the HOA.

My personal hobbies include Filipino martial arts, drawing, riding my bike (y'all may have seen me ride through the neighborhood with my dog attached to me), and providing dog training/sitting services within Sunset Pointe. I also enjoy reading/studying Texas Code and Federal Law.



## Lou Hash

I have served for the past 2 years on the Two Sunset Pointe HOA Board of Directors and on the Building and Grounds, Design Guidelines and Rules & Regulations Committees prior to that. My family has called this awesome community our home for 6 years and I have been a Realtor with Keller Williams Frisco Stars for the past 5 years. As a Realtor and homeowner I understand the importance of the HOA Boards' responsibilities to maintain our amenities and common areas and to continually strive to improve our community's appeal with the rapid growth our area is experiencing. An HOA's primary objective is to maintain and hopefully increase the property values of our largest investment, our homes. I would like to continue to serve on the board utilizing my knowledge and experience to keep costs down while working towards implementing the improvements for our community that will keep us competitive with the nearby neighborhoods for the impending growth of the area we are expecting. I greatly appreciate the opportunity to serve this community and I hope I can count on your vote. Thank you!



## Melissa Starr

I have lived in N. Texas since 2009 and have lived in several HOA communities. As a homeowner, I understand the value of a well-run HOA. We purchased our home in January 2022 and spent a month completely gutting and remodeling it.

### Qualifications:

I am the Senior Vice President of Field Operations at Sentinel where I have worked since 1997. I have fiscal responsibility of over \$40 million in annual revenue and oversight of over 100 employees. I have experience in the following: budgeting, forecasting, project planning, vendor management, contract negotiation, conflict resolution and a focus on the customer (homeowner in this case) experience.

My desire to sit on the board of the HOA is derived from my belief that the only way to solve a problem is to become part of a solution. My experience with our management company, SBB, has not been superb and I am not alone.

We live in what is about to become coveted real estate with the unprecedented growth going on around us. The PGA headquarters, a world class golf course, new shopping destinations and now, an amusement park will be within a few miles. We need to stay on par with that development.

**Hobbies:**

In my free time, I operate Starrs & Staves, a women-owned LLC with locally (Aubrey) made products serving the whiskey enthusiast community. A portion of all our sales get donated to vetted non-profit organizations. I am a collector of whiskey and bourbon and enjoy hosting educational tasting events.

Our daughter will start kindergarten at Robertson Elementary in August 2023 and we have a 10-year dog that goes outside to bark exactly 2 times every evening around 7pm at a squirrel she cannot see.



## Rachael Ewertz

As I look back on my career journey, I am filled with a sense of pride and accomplishment. From serving as a Physical Security Coordinator to embracing my role as a stay-at-home mom to taking on the challenge of an at home receptionist, I have had the privilege of experiencing a diverse range of professional pursuits.

My tenure as a Physical Security Coordinator was marked by a relentless focus on ensuring the safety and security of individuals and facilities. It was a role that demanded a high level of attention to detail, quick thinking, and the ability to handle complex security operations. I thrived in this dynamic and challenging environment, utilizing my expertise to help organizations minimize their security risks and keep their employees and assets protected.

As a Physical Security Coordinator, I have consistently demonstrated a commitment to cost-effectiveness in all aspects of my work. Through my years of experience, I have honed my skills in developing and implementing security measures that not only ensure the safety and security of individuals and facilities, but also minimize costs for organizations.

One of the key aspects of my role as a Physical Security Coordinator is to assess potential security risks and develop proactive measures to mitigate them. This requires a thorough understanding of security systems and technology, as well as a keen eye for cost-saving opportunities. I have a track record of successfully identifying cost-effective solutions that deliver the desired level of security without breaking the bank.

In addition, I am skilled in managing security operations and maintaining the security infrastructure in a cost-efficient manner. Whether it is through effective scheduling and coordination of security personnel, or by utilizing technology to streamline operations, I always strive to find ways to maximize resources while maintaining high standards of security.

Cost-efficiency has been a driving force throughout my career as a Physical Security Coordinator. I am proud of my ability to deliver top-notch security services while keeping costs low for organizations, and I look forward to continuing to make a positive impact in this field.

However, when I became a mom, I knew that I wanted to be there for my children in their formative years. Making the decision to become a stay-at-home mom was one of the most fulfilling choices I've made in my life. Watching my children grow and develop has truly been a joy, and I am grateful for the opportunity to be present in their lives every step of the way.

In conclusion, my journey has been a testament to the importance of embracing new challenges and opportunities. I have been able to grow and develop as both a professional and a person, and I am grateful for the experiences that have shaped me into who I am today. No matter what the future holds, I know that I am equipped with the skills, experience, and determination to tackle anything that comes my way.



## Scott Miller

I have prior experience as an HOA BOD member in my past, dealing with budgets, working with contractors, vendors, city departments, homeowners, renters and fully understanding the rules and regulations between multiple agencies and groups all while trying to make the majority of residents, whether homeowners, renters or short term visitors, happy and working within budgets (and not raising HOA Dues every year).

A big part of the position is the paperwork received, which are usually concerns or objections to the guidelines and CCRs , doing research on all issues brought to the BOD and communicating with the homeowners and rendering decisions to maintain consistency of the community, help make home values rise and keep all areas clean, working properly and having a nice appearance.

### **Other pertinent experience includes:**

I'm currently on the ARC committee and have attended by zoom a few of the BOD meetings.

Director on the BOD of a Non-Profit (501 c-3) for 7 years.

25+ Years Volunteering: Boy Scouts (I'm an Eagle Scout), Make-A-Wish, Habitat for Humanity, Church and Our Calling (Help the Dallas Homeless)

Experience running my own business TRINITY Holdings USA, LLC

Ownership and leadership in 5 other businesses.

Over 30 years of corporate experience in various positions up to VP level in the technology industry, dealing again with budgets, growth, strategy planning and execution and communications and motivation of people.

I feel I have a wide range of experience for the position. I'm already involved with Sunset Pointe as a committee member, I'm single, an empty nester (7 Grown Kids – 10 Grandkids) living in California, so I can devote the needed time. And as they say, "If you want to get something done, ask a busy person." We know how to manage our time and get things done.

# TWO SUNSET POINTE HOMEOWNERS ASSOCIATION, INC.

## ANNUAL HOMEOWNERS MEETING

### MARCH 9, 2023

## FINANCE REPORT

This report covers the period from January 1, 2022, to December 31, 2022.

#### Balance Sheet

- Operating cash on hand was \$ 2,789,209.21.
- Accounts receivable from owners was \$ 136,781.46. The association has a formal collection policy and all required actions have been taken to collect past due assessments.
- The replacement reserve balance was \$ 1,725,203.56.

#### Operating Statement

The association had total revenue of \$ 2,147,876.78.

The association had total expenses of \$ 2,696,658.46. Consisting of:

- **\$ 547,638.60 in General and Administrative** - Printing (Letters, Envelopes, Stationary, Coupon Books, Annual Meeting Notices, Late Fees, Demand Letters, Welcome Packets), Postage, Office Supplies (Copy Paper, Pens, File Folders, Meeting Supplies), Election Buddy, Constant Contact, Office 365, Adobe, Zoom, Copier, Ink, Shredding Services, Website Hosting, Permits, Committee Expenses, Social Events, Management Fee, Staff, Professional Consulting (Engineers, Architects), Board/Annual Meeting Expenses, Bad Debt Accrual for Delinquent Accounts, Attorney Fees, Training, Audit/Tax Preparation, Reserve Study, Etc.
- **\$ 50.00 in Taxes** - Estimated costs for property taxes on common areas.
- **\$ 51,053.00 in Insurance** - General Liability, Umbrella, D&O, Workers Comp, Cyber Liability.
- **\$ 132,979.19 in Utilities** - Telephone, Electric, Water, Trash.
- **\$ 63,483.29 in Common Area Maintenance** - Pest Control, Electrical, Plumbing, Equipment, Fencing, Masonry, Painting, Playground, Amenity, Recreation, Holiday Decorations, Cleaning, Event Equipment/Supplies, Etc.
- **\$ 294,348.53 in Swimming Pool** - Gate Access Software Contract, Maintenance Contract, Supplies, Chemicals, Cleaning Services/Porter, Equipment Repair, Furniture Repair, Emergency Phones, Permits, Pool Monitors, Etc.
- **\$ 432,431.45 in Landscape Maintenance** - Cut Grass, Trim Bushes, Minor Bed Enhancements, On-Site Porter, Tree Trimming, Seasonal Flowers, General Landscape Improvements, Storm Damage Repairs, Drainage, Chemicals, Pet Station Supplies, Playground Equipment Sanitizing, Etc.
- **\$ 33,209.20 in Irrigation Maintenance** - Irrigation Repairs to Spray Heads, Lateral & Main Lines, Controllers, Irrigation Clocks, Well Systems, Etc.
- **\$ 84,876.62 in Fountain and Lake Maintenance** - Maintenance Contract, Bathymetric Survey of Canal & 3 Lakes, Algae/Pondweed/Other Unwanted Plant Treatments, Fountain Repairs, Motor Repairs, Electrical.
- **\$ 2,923.91 in Security Monitoring** - Camera Lease, Cleaning, Repair.
- **\$ 1,053,664.67 in Reserve Contributions** - For Future Repairs and Replacements of Common Area Components.

#### Budget

The Board of Directors has approved the budget for 2023 with a 10% increase in annual assessments.

- Total income budgeted is \$ 2,243,286.00.
- Total operating expenses budgeted are \$ 2,243,286.00 with \$ 546,516.00 of that amount budgeted for reserve contributions.

Location: Little Elm Community Center, 107 Hardwicke Lane, Little Elm, TX 75068



# Two Sunset Pointe Homeowners Association, Inc.

## Balance Sheet For 12/31/2022

### Operating Assets

#### Cash

Operating Account-CIT	\$128,137.48
Operating Money Market - Veritex Bank	\$125,134.80
CIT Operating ICS	\$2,190,048.33
Operating Debit Card - CIT Bank	\$6,015.84
Money Market - Axos Bank *8413 0.40%	\$339,572.76
Petty Cash	\$300.00

#### Total Cash

**\$2,789,209.21**

#### Receivables

Assessments Receivable	\$163,185.11
Allowance for Doubtful Accounts	(\$62,568.35)
Due From Reserves	\$36,099.80
A/R	\$64.90

#### Total Receivables

**\$136,781.46**

#### Fixed Assets

Pool Furniture-Dawn Mist 2015	\$11,116.55
Pool Furniture - Bahia Rio - 2016	\$7,633.15
Pool Furniture - Leisure Lane - 2016	\$9,499.90
Pool Cameras	\$11,337.16
Accum Depr - Furniture - Dawn Mist 2015	(\$4,102.00)
Accumulated Depreciation	(\$5,403.00)

#### Total Fixed Assets

**\$30,081.76**

#### Other Assets

Prepaid Expenses	\$18,298.00
Prepaid / Storage	\$105.73
Deposit-Town of Little Elm Water	\$605.00
Pool Key Deposits	\$35.00
Interassociation Receivable	\$150.00

#### Total Other Assets

**\$19,193.73**

#### Total Assets

**\$2,975,266.16**

### Operating Liabilities / Equity

#### Liabilities

Accounts Payable	\$13,739.15
Accounts Payable Accruals	\$5,897.00
A/P Other	\$5,574.35
Prepaid Assessments	\$334,926.20
Pool Key Deposit	\$9,096.00
Homeowner Refunds	\$300.00
Escheatment Account	\$450.00
Foreclosure Settlement	\$23,693.61
Returned Item Fee	\$1,520.00
Certified Violation Notice Fees	\$3,210.00
Insurance Proceeds	\$53,649.34

#### Total Liabilities

**\$452,055.65**

#### Equity

Increase/(Decrease) Summary	(\$548,781.68)
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# Two Sunset Pointe Homeowners Association, Inc.

## Balance Sheet For 12/31/2022

Fund Balance Retained	\$3,060,700.59	
Prior Year Revenue/Expenses	\$11,291.60	
<b>Total Equity</b>		<b>\$2,523,210.51</b>
	<b>Total Liabilities / Equity</b>	<b>\$2,975,266.16</b>

# Two Sunset Pointe Homeowners Association, Inc.

## Balance Sheet For 12/31/2022

### Reserve Assets

#### Cash

Reserve Money Market - Axos Bank *7803 0.30%	\$1,627,841.69	
RSV Money Market - Veritex Bank	\$97,361.87	

#### Total Cash

	<b>\$1,725,203.56</b>
<b>Total Assets</b>	<b>\$1,725,203.56</b>

### Reserve Liabilities / Equity

#### Liabilities

Accounts Payable	\$1,558.77	
Due to Operating	\$36,099.80	

#### Total Liabilities

**\$37,658.57**

#### Equity

Increase/(Decrease) Summary	\$691,090.47	
Reserves Fund Balance Retained	\$996,454.52	

#### Total Equity

	<b>\$1,687,544.99</b>
<b>Total Liabilities / Equity</b>	<b>\$1,725,203.56</b>

# Two Sunset Pointe Homeowners Association, Inc.

## Statement of Revenues and Expenses 12/1/2022 - 12/31/2022

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Income</b>							
<b>Assessment Revenue</b>							
4100 - Assessments - Quarterly	164,750.00	164,750.00	-	1,977,150.00	1,977,000.00	150.00	1,977,000.00
<b>Total Assessment Revenue</b>	<b>164,750.00</b>	<b>164,750.00</b>	<b>-</b>	<b>1,977,150.00</b>	<b>1,977,000.00</b>	<b>150.00</b>	<b>1,977,000.00</b>
<b>Other Income</b>							
4200 - Other Income	5,392.61	-	5,392.61	112,483.71	-	112,483.71	-
4301 - Misc Income	-	-	-	355.00	-	355.00	-
4410 - Demand Letter Income	4,687.00	-	4,687.00	16,834.00	-	16,834.00	-
4411 - Payment Plan Setup Fee	25.00	-	25.00	275.00	-	275.00	-
4412 - Payment Plan Demand Letter	30.00	-	30.00	180.00	-	180.00	-
4414 - Affidavits Income	60.00	-	60.00	360.00	-	360.00	-
4440 - Reminder Notice Income	345.00	-	345.00	2,385.00	-	2,385.00	-
4500 - Interest Income	1,622.69	500.00	1,122.69	10,746.07	6,000.00	4,746.07	6,000.00
4510 - Interest Income - Reserve Accounts	-	392.00	(392.00)	-	4,700.00	(4,700.00)	4,700.00
4606 - Gazebo Rental / Deposit	-	-	-	-	600.00	(600.00)	600.00
4801 - Closing Revenue	1,650.00	3,000.00	(1,350.00)	25,200.00	33,000.00	(7,800.00)	33,000.00
4810 - Fines	-	-	-	63.00	-	63.00	-
4831 - Pool Key Revenue	-	208.37	(208.37)	280.00	2,500.00	(2,220.00)	2,500.00
4836 - Rental Revenue	-	-	-	200.00	-	200.00	-
4901 - Collection Facilitation	-	-	-	945.00	-	945.00	-
4921 - Payment Plan Administration Fees	15.00	-	15.00	420.00	-	420.00	-
<b>Total Other Income</b>	<b>13,827.30</b>	<b>4,100.37</b>	<b>9,726.93</b>	<b>170,726.78</b>	<b>46,800.00</b>	<b>123,926.78</b>	<b>46,800.00</b>
<b>Total Operating Income</b>	<b>178,577.30</b>	<b>168,850.37</b>	<b>9,726.93</b>	<b>2,147,876.78</b>	<b>2,023,800.00</b>	<b>124,076.78</b>	<b>2,023,800.00</b>

## Operating Expense

### General and Administrative

5100 - General & Administrative	16,387.29	2,083.37	(14,303.92)	30,405.49	25,000.00	(5,405.49)	25,000.00
5101 - Postage	2,110.87	1,250.00	(860.87)	8,530.28	15,000.00	6,469.72	15,000.00
5102 - Office Supplies	442.89	333.37	(109.52)	6,663.65	4,000.00	(2,663.65)	4,000.00
5103 - Office Technology and Communications	96.20	100.00	3.80	1,731.29	1,200.00	(531.29)	1,200.00
5104 - Administrative Expenses	442.20	831.25	389.05	6,815.23	9,975.00	3,159.77	9,975.00
5105 - Web Site Expenses	111.59	87.50	(24.09)	1,750.98	1,050.00	(700.98)	1,050.00
5106 - Homeowner Functions	-	125.00	125.00	1,734.25	1,500.00	(234.25)	1,500.00
5107 - Breakroom/Hospitality Supplies	107.00	100.00	(7.00)	2,166.24	1,200.00	(966.24)	1,200.00
5108 - Committees	-	166.63	166.63	-	2,000.00	2,000.00	2,000.00
5109 - Licenses	-	41.63	41.63	114.02	500.00	385.98	500.00
5110 - Social Committee Expenses	1,952.05	1,666.63	(285.42)	15,884.85	20,000.00	4,115.15	20,000.00
5112 - On-Site Administrative Assistant	-	-	-	771.77	-	(771.77)	-
5113 - Professional Management	30,590.00	30,590.00	-	367,080.00	367,080.00	-	367,080.00
5114 - Prof Consulting Fees	-	2,500.00	2,500.00	-	30,000.00	30,000.00	30,000.00

# Two Sunset Pointe Homeowners Association, Inc.

## Statement of Revenues and Expenses 12/1/2022 - 12/31/2022

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expense</b>							
5118 - Dues and Contributions	-	100.00	100.00	149.00	1,200.00	1,051.00	1,200.00
5120 - Board of Director Expenses	101.08	416.63	315.55	3,386.31	5,000.00	1,613.69	5,000.00
5122 - Yard of the Month	-	-	-	135.70	-	(135.70)	-
5128 - Collection Facilitation	-	-	-	945.00	-	(945.00)	-
5129 - Reminder Notice Expense	345.00	-	(345.00)	2,385.00	-	(2,385.00)	-
5131 - Payment Plan Admin fee expense	15.00	83.37	68.37	420.00	1,000.00	580.00	1,000.00
5132 - Affidavits Expense	60.00	-	(60.00)	360.00	-	(360.00)	-
5150 - Salaries & Benefits	-	-	-	40,971.44	-	(40,971.44)	-
5160 - Bad Debt Expense	2,710.48	1,250.00	(1,460.48)	34,310.41	15,000.00	(19,310.41)	15,000.00
5170 - Bank Fees	-	83.37	83.37	40.00	1,000.00	960.00	1,000.00
5175 - Legal Fees - General	-	1,250.00	1,250.00	9,407.94	15,000.00	5,592.06	15,000.00
5176 - Legal Fees	5,240.61	-	(5,240.61)	39,276.70	-	(39,276.70)	-
5177 - Legal Fees Billed Back	(5,607.01)	-	5,607.01	(45,762.95)	-	45,762.95	-
5181 - Tax Preparation	-	-	-	652.00	500.00	(152.00)	500.00
5195 - Demand Letter Expense	4,687.00	-	(4,687.00)	16,834.00	-	(16,834.00)	-
5196 - Payment Plan Setup Fee Expense	25.00	-	(25.00)	300.00	-	(300.00)	-
5197 - Payment Plan Demand Letter Expense	30.00	-	(30.00)	180.00	-	(180.00)	-
<b>Total General and Administrative</b>	<b>59,847.25</b>	<b>43,058.75</b>	<b>(16,788.50)</b>	<b>547,638.60</b>	<b>517,205.00</b>	<b>(30,433.60)</b>	<b>517,205.00</b>
<b>Taxes</b>							
5201 - Property Tax	-	-	-	-	2,500.00	2,500.00	2,500.00
5203 - Corporate Franchise Tax	-	-	-	50.00	-	(50.00)	-
<b>Total Taxes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50.00</b>	<b>2,500.00</b>	<b>2,450.00</b>	<b>2,500.00</b>
<b>Insurance</b>							
5251 - General Liability	2,781.33	3,000.00	218.67	33,376.00	36,000.00	2,624.00	36,000.00
5252 - Umbrella	493.75	400.00	(93.75)	5,925.00	4,800.00	(1,125.00)	4,800.00
5253 - Directors & Officers Liability	878.17	1,125.00	246.83	10,538.00	13,500.00	2,962.00	13,500.00
5254 - Workers Comp	27.50	75.00	47.50	330.00	900.00	570.00	900.00
5260 - Cyber Liability Insurance	73.63	208.37	134.74	884.00	2,500.00	1,616.00	2,500.00
5280 - Flood Insurance	-	208.37	208.37	-	2,500.00	2,500.00	2,500.00
<b>Total Insurance</b>	<b>4,254.38</b>	<b>5,016.74</b>	<b>762.36</b>	<b>51,053.00</b>	<b>60,200.00</b>	<b>9,147.00</b>	<b>60,200.00</b>
<b>Utilities</b>							
5301 - On-Site Phone	249.96	85.00	(164.96)	2,022.23	1,020.00	(1,002.23)	1,020.00
5302 - Telephone	713.31	416.63	(296.68)	3,098.48	5,000.00	1,901.52	5,000.00
5303 - Electric / Common Area	4,339.00	3,111.00	(1,228.00)	59,761.89	37,332.00	(22,429.89)	37,332.00
5304 - Water / Common Area	1,300.09	1,375.00	74.91	35,642.27	16,500.00	(19,142.27)	16,500.00
5305 - Water / Pools	155.98	1,833.37	1,677.39	15,148.05	22,000.00	6,851.95	22,000.00
5306 - Electric / Pools	1,966.81	750.00	(1,216.81)	15,718.22	9,000.00	(6,718.22)	9,000.00
5307 - Trash	137.87	160.38	22.51	1,588.05	1,925.00	336.95	1,925.00
<b>Total Utilities</b>	<b>8,863.02</b>	<b>7,731.38</b>	<b>(1,131.64)</b>	<b>132,979.19</b>	<b>92,777.00</b>	<b>(40,202.19)</b>	<b>92,777.00</b>

# Two Sunset Pointe Homeowners Association, Inc.

## Statement of Revenues and Expenses 12/1/2022 - 12/31/2022

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expense</b>							
<b>Common Area Maintenance</b>							
5401 - Pest Control	214.34	187.50	(26.84)	3,243.16	2,250.00	(993.16)	2,250.00
5406 - Electrical Repairs & Maintenance	-	208.37	208.37	6,787.00	2,500.00	(4,287.00)	2,500.00
5407 - Plumbing Maintenance	-	100.00	100.00	693.84	1,200.00	506.16	1,200.00
5408 - Equipment Repairs & Maintenance	-	125.00	125.00	951.33	1,500.00	548.67	1,500.00
5410 - Fence	1,268.80	208.37	(1,060.43)	2,421.55	2,500.00	78.45	2,500.00
5414 - Painting	-	125.00	125.00	-	1,500.00	1,500.00	1,500.00
5416 - Playground Maintenance	-	250.00	250.00	465.32	3,000.00	2,534.68	3,000.00
5417 - General Maintenance Supplies	-	166.63	166.63	590.47	2,000.00	1,409.53	2,000.00
5426 - Gatehouse Supplies	-	-	-	118.25	-	(118.25)	-
5453 - Holiday Decorations	39,181.09	3,333.37	(35,847.72)	39,181.09	40,000.00	818.91	40,000.00
5454 - On-Site Supplies	-	-	-	96.39	-	(96.39)	-
5456 - On-Site Cleaning	-	83.37	83.37	317.38	1,000.00	682.62	1,000.00
5461 - Event Equipment/Supplies	-	125.00	125.00	980.71	1,500.00	519.29	1,500.00
5470 - Common Area Maintenance	-	333.37	333.37	5,125.40	4,000.00	(1,125.40)	4,000.00
5472 - Amenity & Recreation	-	416.63	416.63	2,511.40	5,000.00	2,488.60	5,000.00
<b>Total Common Area Maintenance</b>	<b>40,664.23</b>	<b>5,662.61</b>	<b>(35,001.62)</b>	<b>63,483.29</b>	<b>67,950.00</b>	<b>4,466.71</b>	<b>67,950.00</b>
<b>Swimming Pool</b>							
5501 - Pool Gate Access Software Contract	528.10	400.00	(128.10)	3,545.02	4,800.00	1,254.98	4,800.00
5502 - Pool Service - Maintenance Contract	3,173.36	3,333.37	160.01	36,059.72	40,000.00	3,940.28	40,000.00
5503 - Pool Supplies/Chemicals	4,551.10	2,833.37	(1,717.73)	67,382.83	34,000.00	(33,382.83)	34,000.00
5504 - Pool Amenity Repairs	-	1,250.00	1,250.00	10,292.95	15,000.00	4,707.05	15,000.00
5505 - Amenity Cleaning Services/Porter	1,597.76	2,500.00	902.24	31,005.80	30,000.00	(1,005.80)	30,000.00
5506 - Pool Gate Access Fobs	-	250.00	250.00	3,203.00	3,000.00	(203.00)	3,000.00
5507 - Pool Equipment and Furniture Repairs	2,517.08	416.63	(2,100.45)	21,654.81	5,000.00	(16,654.81)	5,000.00
5509 - Pool Misc Expenses	-	208.37	208.37	789.66	2,500.00	1,710.34	2,500.00
5510 - Pool Emergency Phones	-	416.63	416.63	5,194.74	5,000.00	(194.74)	5,000.00
5512 - Pool Permits	-	166.63	166.63	712.00	2,000.00	1,288.00	2,000.00
5513 - Pool Lifeguard/Monitor	-	8,333.37	8,333.37	114,508.00	100,000.00	(14,508.00)	100,000.00
<b>Total Swimming Pool</b>	<b>12,367.40</b>	<b>20,108.37</b>	<b>7,740.97</b>	<b>294,348.53</b>	<b>241,300.00</b>	<b>(53,048.53)</b>	<b>241,300.00</b>
<b>Landscape Maintenance</b>							
5603 - Landscape Improvements	1,190.75	625.00	(565.75)	23,478.21	7,500.00	(15,978.21)	7,500.00
5605 - Landscape Service Contract	33,582.72	32,916.63	(666.09)	390,578.52	395,000.00	4,421.48	395,000.00
5606 - Landscape Maint Addl Services	4,986.67	666.63	(4,320.04)	17,608.22	8,000.00	(9,608.22)	8,000.00
5609 - Mulch Beds	-	-	-	766.50	-	(766.50)	-
5610 - Compliance Enforcement	-	62.50	62.50	-	750.00	750.00	750.00
<b>Total Landscape Maintenance</b>	<b>39,760.14</b>	<b>34,270.76</b>	<b>(5,489.38)</b>	<b>432,431.45</b>	<b>411,250.00</b>	<b>(21,181.45)</b>	<b>411,250.00</b>

# Two Sunset Pointe Homeowners Association, Inc.

## Statement of Revenues and Expenses 12/1/2022 - 12/31/2022

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expense</b>							
<b>Irrigation Maintenance</b>							
5651 - Irrigation Repairs	-	1,666.63	1,666.63	33,209.20	20,000.00	(13,209.20)	20,000.00
5652 - Well and Pump Maintenance	-	333.37	333.37	-	4,000.00	4,000.00	4,000.00
<b>Total Irrigation Maintenance</b>	<b>-</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>33,209.20</b>	<b>24,000.00</b>	<b>(9,209.20)</b>	<b>24,000.00</b>
<b>Fountain and Lake Maintenance</b>							
5681 - Ponds Additional Service	-	416.63	416.63	49,996.61	5,000.00	(44,996.61)	5,000.00
5682 - Ponds and Canal Chemicals	-	1,250.00	1,250.00	16,480.35	15,000.00	(1,480.35)	15,000.00
5683 - Lake, Ponds, and Fountain Service Contract	-	1,666.63	1,666.63	17,370.00	20,000.00	2,630.00	20,000.00
5684 - Fountain Repairs and Maintenance	1,029.66	166.63	(863.03)	1,029.66	2,000.00	970.34	2,000.00
<b>Total Fountain and Lake Maintenance</b>	<b>1,029.66</b>	<b>3,499.89</b>	<b>2,470.23</b>	<b>84,876.62</b>	<b>42,000.00</b>	<b>(42,876.62)</b>	<b>42,000.00</b>
<b>Security</b>							
5741 - Security Monitoring	644.09	-	(644.09)	2,923.91	-	(2,923.91)	-
<b>Total Security</b>	<b>644.09</b>	<b>-</b>	<b>(644.09)</b>	<b>2,923.91</b>	<b>-</b>	<b>(2,923.91)</b>	<b>-</b>
<b>Reserve Contributions</b>							
6001 - Reserve Contribution	46,989.00	46,989.00	-	563,868.00	563,868.00	-	563,868.00
6004 - Bank Fees / Reserve	10.00	-	(10.00)	20.00	-	(20.00)	-
6025 - General Reserves	-	-	-	489,776.67	-	(489,776.67)	-
<b>Total Reserve Contributions</b>	<b>46,999.00</b>	<b>46,989.00</b>	<b>(10.00)</b>	<b>1,053,664.67</b>	<b>563,868.00</b>	<b>(489,796.67)</b>	<b>563,868.00</b>
<b>Total Operating Expense</b>	<b>214,429.17</b>	<b>168,337.50</b>	<b>(46,091.67)</b>	<b>2,696,658.46</b>	<b>2,023,050.00</b>	<b>(673,608.46)</b>	<b>2,023,050.00</b>
<b>Net Operating Income (Loss)</b>	<b>(35,851.87)</b>	<b>512.87</b>	<b>(36,364.74)</b>	<b>(548,781.68)</b>	<b>750.00</b>	<b>(549,531.68)</b>	<b>750.00</b>

# Two Sunset Pointe Homeowners Association, Inc.

## Statement of Revenues and Expenses 12/1/2022 - 12/31/2022

	Current Period			Year To Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Reserve Income</b>							
<b>Other Income</b>							
4510 - Interest Income - Reserve Accounts	687.54	392.00	295.54	3,988.70	4,700.00	(711.30)	4,700.00
4900 - Reserve Transfer from Operating	46,989.00	48,728.00	(1,739.00)	563,868.00	584,519.67	(20,651.67)	584,519.67
4925 - Transfer from Reserve/Operating / General	-	-	-	489,776.67	-	489,776.67	-
<b>Total Other Income</b>	<b>47,676.54</b>	<b>49,120.00</b>	<b>(1,443.46)</b>	<b>1,057,633.37</b>	<b>589,219.67</b>	<b>468,413.70</b>	<b>589,219.67</b>
<b>Total Reserve Income</b>	<b>47,676.54</b>	<b>49,120.00</b>	<b>(1,443.46)</b>	<b>1,057,633.37</b>	<b>589,219.67</b>	<b>468,413.70</b>	<b>589,219.67</b>
<b>Reserve Expense</b>							
<b>Reserves - General</b>							
6030 - Pool Repairs/Replacement/Maint.	-	4,166.63	4,166.63	19,434.93	50,000.00	30,565.07	50,000.00
6035 - Fence/Gate/Wall Repair	-	-	-	18,843.26	-	(18,843.26)	-
6036 - Tree Replacement	-	1,250.00	1,250.00	-	15,000.00	15,000.00	15,000.00
6037 - Landscape Improvements	22,409.92	-	(22,409.92)	75,533.61	-	(75,533.61)	-
6038 - Common Area-Lights	-	-	-	11,480.82	25,000.00	13,519.18	25,000.00
6040 - Pool Furniture/Equipment	-	-	-	303.09	80,000.00	79,696.91	80,000.00
6050 - Monuments	107,438.13	-	(107,438.13)	110,848.01	-	(110,848.01)	-
6060 - Maint.	7,333.91	-	(7,333.91)	85,463.26	-	(85,463.26)	-
6065 - Fences	-	4,166.63	4,166.63	8,080.55	50,000.00	41,919.45	50,000.00
6120 - Entrance/Landscaping	-	2,083.37	2,083.37	6,262.26	25,000.00	18,737.74	25,000.00
<b>Total Reserves - General</b>	<b>137,181.96</b>	<b>11,666.63</b>	<b>(125,515.33)</b>	<b>336,249.79</b>	<b>245,000.00</b>	<b>(91,249.79)</b>	<b>245,000.00</b>
<b>Reserves - Capital Projects</b>							
6140 - Enhancement Project	-	8,333.37	8,333.37	30,293.11	100,000.00	69,706.89	100,000.00
<b>Total Reserves - Capital Projects</b>	<b>-</b>	<b>8,333.37</b>	<b>8,333.37</b>	<b>30,293.11</b>	<b>100,000.00</b>	<b>69,706.89</b>	<b>100,000.00</b>
<b>Total Reserve Expense</b>	<b>137,181.96</b>	<b>20,000.00</b>	<b>(117,181.96)</b>	<b>366,542.90</b>	<b>345,000.00</b>	<b>(21,542.90)</b>	<b>345,000.00</b>
<b>Net Reserve Income (Loss)</b>	<b>(89,505.42)</b>	<b>29,120.00</b>	<b>(118,625.42)</b>	<b>691,090.47</b>	<b>244,219.67</b>	<b>446,870.80</b>	<b>244,219.67</b>
<b>Net Total</b>	<b>(125,357.29)</b>	<b>29,632.87</b>	<b>(154,990.16)</b>	<b>142,308.79</b>	<b>244,969.67</b>	<b>(102,660.88)</b>	<b>244,969.67</b>

## Two Sunset Pointe Homeowners Association, Inc.

### 2023 Budget

#### Income

Assessment Revenue	\$2,175,360.00	Assessment income based on 3,296 homes paying \$165.00 per quarter and amortized over 12 months. This represents a 10% increase.
Other Income	\$67,926.00	Interest Earned on Investments, Gazebo/Pool Rental Income, Working Capital Contributions, Pool Card Revenue.
<b>Total Income</b>	<b>\$2,243,286.00</b>	

#### Expense

General and Administrative	\$607,374.00	Printing (Letters, Envelopes, Stationary, Coupon Books, Annual Meeting Notices, Late Fees, Demand Letters, Welcome Packets), Postage, Office Supplies (Copy Paper, Pens, File Folders, Meeting Supplies), Election Buddy, Constant Contact, Office 365, Adobe, Zoom, Copier, Ink, Shredding Services, Website Hosting, Permits, Committee Expenses, Social Events, Management Fee, Staff, Professional Consulting (Engineers, Architects), Board/Annual Meeting Expenses, Bad Debt Accrual for Delinquent Accounts, Attorney Fees, Training, Audit/Tax Preparation, Reserve Study, Etc.
Taxes	\$2,500.00	Estimated costs for property taxes on common areas.
Insurance	\$56,116.00	General Liability, Umbrella, D&O, Workers Comp, Cyber Liability.
Utilities	\$104,456.00	Telephone, Electric, Water, Trash.
Common Area Maintenance	\$109,620.00	Pest Control, Electrical, Plumbing, Equipment, Fencing, Masonry, Painting, Playground, Amenity, Recreation, Holiday Decorations, Cleaning, Event Equipment/Supplies, Etc.
Swimming Pool	\$295,350.00	Gate Access Software Contract, Maintenance Contract, Supplies, Chemicals, Cleaning Services/Porter, Equipment Repair, Furniture Repair, Emergency Phones, Permits, Pool Monitors, Etc.
Landscape Maintenance	\$439,194.00	Landscape , Minor Bed Enhancements, On-Site Porter, Tree Trimming, Seasonal Flowers, And General Landscape Improvements, Sorm Damage Repairs, Drainage, Chemicals, Pet Station Supplies, Playground Equipment Sanitizing, Etc.
Irrigation Maintenance	\$29,520.00	Irrigation Repairs to Spray Heads, Lateral & Main Lines, Controllers, Irrigation Clocks, Well Systems, Etc.
Fountain and Lake Maintenance	\$44,000.00	Maintenance Contract, Bathymetric Survey of Canal & 3 Lakes, Algae And Pondweed Other Unwanted Plant Treatments, Fountain Repairs (Motor Repairs, Electrical
Security Monitoring	\$8,640.00	Camera Lease, Cleaning, Repair.
Reserve Contributions	\$546,516.00	For Future Repairs and Replacements of Common Area Components.
<b>Total Expenses</b>	<b>\$2,243,286.00</b>	
<b>Net Total (Income - Expense)</b>	<b>\$0.00</b>	



# Two Sunset Pointe Homeowners Association, Inc.

## Fiscal Year 2023 Annual Budget Comparison

	FY 2022		FY 2023	
	1/1/2022 - 12/31/2022		1/1/2023 - 12/31/2023	
	Budget	Actual	Budget	Actual (YTD)
<b>Operating Fund</b>				
<b>Income</b>				
<b>Assessment Revenue</b>				
4100 - Assessments - Quarterly	1,977,000.00	1,977,150.00	2,175,360.00	181,225.00
<b>Total Assessment Revenue</b>	<b>1,977,000.00</b>	<b>1,977,150.00</b>	<b>2,175,360.00</b>	<b>181,225.00</b>
<b>Other Income</b>				
4500 - Interest Income	6,000.00	10,746.07	6,000.00	3,032.59
4510 - Interest Income - Reserve Accounts	4,700.00	-	4,701.00	-
4606 - Gazebo Rental / Deposit	600.00	-	-	-
4801 - Closing Revenue	33,000.00	25,200.00	54,000.00	1,650.00
4831 - Pool Key Revenue	2,500.00	280.00	2,625.00	-
4836 - Rental Revenue	-	200.00	600.00	-
<b>Total Other Income</b>	<b>46,800.00</b>	<b>36,426.07</b>	<b>67,926.00</b>	<b>4,682.59</b>
<b>Total Income</b>	<b>2,023,800.00</b>	<b>2,013,576.07</b>	<b>2,243,286.00</b>	<b>185,907.59</b>
<b>Expense</b>				
Tax - Audit & Accounting	750.00	-	750.00	-
<b>Total</b>	<b>750.00</b>	<b>-</b>	<b>750.00</b>	<b>-</b>
<b>General and Administrative</b>				
5100 - General & Administrative	25,000.00	30,405.49	28,800.00	630.45
5101 - Postage	15,000.00	8,530.28	13,800.00	7,963.21
5102 - Office Supplies	4,000.00	6,663.65	4,200.00	352.93
5103 - Office Technology and Communications	1,200.00	1,731.29	6,700.00	349.77
5104 - Administrative Expenses	9,975.00	6,815.23	9,600.00	1,921.87
5105 - Web Site Expenses	1,050.00	1,750.98	1,200.00	304.59
5106 - Homeowner Functions	1,500.00	1,734.25	4,000.00	22.00
5107 - Breakroom/Hospitality Supplies	1,200.00	2,166.24	2,400.00	292.35
5108 - Committees	2,000.00	-	2,000.00	-
5109 - Licenses	500.00	114.02	360.00	32.48
5110 - Social Committee Expenses	20,000.00	15,884.85	22,000.00	5,888.68
5113 - Professional Management	367,080.00	367,080.00	437,784.00	109,446.00
5114 - Prof Consulting Fees	30,000.00	-	30,000.00	-
5118 - Dues and Contributions	1,200.00	149.00	1,680.00	-

# Two Sunset Pointe Homeowners Association, Inc.

## Fiscal Year 2023 Annual Budget Comparison

	FY 2022		FY 2023	
	1/1/2022 - 12/31/2022		1/1/2023 - 12/31/2023	
	Budget	Actual	Budget	Actual (YTD)
<b>Expense</b>				
5120 - Board of Director Expenses	5,000.00	3,386.31	5,000.00	-
5121 - Committee Expenses	-	-	1,000.00	-
5150 - Salaries & Benefits	-	40,971.44	-	-
5160 - Bad Debt Expense	15,000.00	34,310.41	15,000.00	10,527.76
5170 - Bank Fees	1,000.00	40.00	-	-
5175 - Legal Fees - General	15,000.00	9,407.94	15,000.00	3,812.43
5181 - Tax Preparation	500.00	652.00	500.00	-
5190 - Reserve Studies	-	-	5,600.00	-
<b>Total General and Administrative</b>	<b>516,205.00</b>	<b>531,793.38</b>	<b>606,624.00</b>	<b>141,544.52</b>
<b>Taxes</b>				
5201 - Property Tax	2,500.00	-	2,500.00	-
<b>Total Taxes</b>	<b>2,500.00</b>	<b>-</b>	<b>2,500.00</b>	<b>-</b>
<b>Insurance</b>				
5251 - General Liability	36,000.00	33,376.00	37,766.00	5,946.30
5252 - Umbrella	4,800.00	5,925.00	6,254.00	1,122.30
5253 - Directors & Officers Liability	13,500.00	10,538.00	10,872.00	1,721.50
5254 - Workers Comp	900.00	330.00	336.00	55.00
5260 - Cyber Liability Insurance	2,500.00	884.00	888.00	150.84
5280 - Flood Insurance	2,500.00	-	-	-
<b>Total Insurance</b>	<b>60,200.00</b>	<b>51,053.00</b>	<b>56,116.00</b>	<b>8,995.94</b>
<b>Utilities</b>				
5301 - On-Site Phone	1,020.00	2,022.23	-	124.84
5302 - Telephone	5,000.00	3,098.48	10,032.00	783.90
5303 - Electric / Common Area	37,332.00	59,761.89	47,400.00	3,744.40
5304 - Water / Common Area	16,500.00	35,642.27	18,100.00	1,091.08
5305 - Water / Pools	22,000.00	15,148.05	18,100.00	155.98
5306 - Electric / Pools	9,000.00	15,718.22	9,000.00	1,161.63
5307 - Trash	1,925.00	1,588.05	1,824.00	280.46
<b>Total Utilities</b>	<b>92,777.00</b>	<b>132,979.19</b>	<b>104,456.00</b>	<b>7,342.29</b>
<b>Common Area Maintenance</b>				
5401 - Pest Control	2,250.00	3,243.16	3,600.00	643.02
5406 - Electrical Repairs & Maintenance	2,500.00	6,787.00	9,000.00	-
5407 - Plumbing Maintenance	1,200.00	693.84	3,000.00	-

# Two Sunset Pointe Homeowners Association, Inc.

## Fiscal Year 2023 Annual Budget Comparison

	FY 2022		FY 2023	
	1/1/2022 - 12/31/2022		1/1/2023 - 12/31/2023	
	Budget	Actual	Budget	Actual (YTD)
<b>Expense</b>				
5408 - Equipment Repairs & Maintenance	1,500.00	951.33	3,000.00	-
5410 - Fence	2,500.00	2,421.55	3,000.00	941.00
5412 - Masonry Repairs/Maintenance	-	-	18,000.00	-
5414 - Painting	1,500.00	-	1,500.00	468.63
5416 - Playground Maintenance	3,000.00	465.32	3,000.00	-
5417 - General Maintenance Supplies	2,000.00	590.47	1,800.00	-
5453 - Holiday Decorations	40,000.00	39,181.09	50,000.00	-
5456 - On-Site Cleaning	1,000.00	317.38	720.00	112.86
5461 - Event Equipment/Supplies	1,500.00	980.71	1,500.00	-
5470 - Common Area Maintenance	4,000.00	5,125.40	6,000.00	-
5472 - Amenity & Recreation	5,000.00	2,511.40	5,500.00	65.90
<b>Total Common Area Maintenance</b>	<b>67,950.00</b>	<b>63,268.65</b>	<b>109,620.00</b>	<b>2,231.41</b>
<b>Swimming Pool</b>				
5501 - Pool Gate Access Software Contract	4,800.00	3,545.02	4,800.00	69.20
5502 - Pool Service - Maintenance Contract	40,000.00	36,059.72	56,100.00	1,302.78
5503 - Pool Supplies/Chemicals	34,000.00	67,382.83	34,200.00	3,615.02
5504 - Pool Amenity Repairs	15,000.00	10,292.95	15,000.00	-
5505 - Amenity Cleaning Services/Porter	30,000.00	31,005.80	30,000.00	2,343.61
5506 - Pool Gate Access Fobs	3,000.00	3,203.00	-	-
5507 - Pool Equipment and Furniture Repairs	5,000.00	21,654.81	18,000.00	-
5509 - Pool Misc Expenses	2,500.00	789.66	1,500.00	-
5510 - Pool Emergency Phones	5,000.00	5,194.74	4,900.00	1,359.41
5512 - Pool Permits	2,000.00	712.00	750.00	-
5513 - Pool Lifeguard/Monitor	100,000.00	114,508.00	130,100.00	-
<b>Total Swimming Pool</b>	<b>241,300.00</b>	<b>294,348.53</b>	<b>295,350.00</b>	<b>8,690.02</b>
<b>Landscape Maintenance</b>				
5603 - Landscape Improvements	7,500.00	23,478.21	15,000.00	86.58
5605 - Landscape Service Contract	395,000.00	390,578.52	415,644.00	61,313.44
5606 - Landscape Maint Addl Services	8,000.00	17,608.22	7,800.00	2,193.70
5610 - Compliance Enforcement	750.00	-	750.00	-
<b>Total Landscape Maintenance</b>	<b>411,250.00</b>	<b>431,664.95</b>	<b>439,194.00</b>	<b>63,593.72</b>

# Two Sunset Pointe Homeowners Association, Inc.

## Fiscal Year 2023 Annual Budget Comparison

	FY 2022 1/1/2022 - 12/31/2022		FY 2023 1/1/2023 - 12/31/2023	
	Budget	Actual	Budget	Actual (YTD)
<b>Expense</b>				
<b>Irrigation Maintenance</b>				
5651 - Irrigation Repairs	20,000.00	33,209.20	25,920.00	5,554.85
5652 - Well and Pump Maintenance	4,000.00	-	3,600.00	-
<b>Total Irrigation Maintenance</b>	<b>24,000.00</b>	<b>33,209.20</b>	<b>29,520.00</b>	<b>5,554.85</b>
<b>Fountain and Lake Maintenance</b>				
5681 - Ponds Additional Service	5,000.00	49,996.61	5,000.00	-
5682 - Ponds and Canal Chemicals	15,000.00	16,480.35	15,000.00	-
5683 - Lake, Ponds, and Fountain Service Contract	20,000.00	17,370.00	19,200.00	1,920.00
5684 - Fountain Repairs and Maintenance	2,000.00	1,029.66	4,800.00	-
<b>Total Fountain and Lake Maintenance</b>	<b>42,000.00</b>	<b>84,876.62</b>	<b>44,000.00</b>	<b>1,920.00</b>
<b>Security</b>				
5741 - Security Monitoring	-	2,923.91	8,640.00	1,932.27
<b>Total Security</b>	<b>-</b>	<b>2,923.91</b>	<b>8,640.00</b>	<b>1,932.27</b>
<b>Reserve Contributions</b>				
6001 - Reserve Contribution	563,868.00	563,868.00	546,516.00	91,086.00
<b>Total Reserve Contributions</b>	<b>563,868.00</b>	<b>563,868.00</b>	<b>546,516.00</b>	<b>91,086.00</b>
<b>Total Expense</b>	<b>2,022,800.00</b>	<b>2,189,985.43</b>	<b>2,243,286.00</b>	<b>332,891.02</b>
<b>Operating Fund Net Total</b>	<b>1,000.00</b>	<b>(176,409.36)</b>	<b>-</b>	<b>(146,983.43)</b>
<b>Reserve Fund</b>				
<b>Income</b>				
<b>Other Income</b>				
4510 - Interest Income - Reserve Accounts	4,700.00	3,988.70	4,701.00	4,978.11
4900 - Reserve Transfer from Operating	584,519.67	563,868.00	546,516.00	91,086.00
<b>Total Other Income</b>	<b>589,219.67</b>	<b>567,856.70</b>	<b>551,217.00</b>	<b>96,064.11</b>
<b>Total Income</b>	<b>589,219.67</b>	<b>567,856.70</b>	<b>551,217.00</b>	<b>96,064.11</b>
<b>Expense</b>				
<b>Reserves - General</b>				
6030 - Pool Repairs/Replacement/Maint.	50,000.00	19,434.93	50,000.00	196,345.95
6035 - Fence/Gate/Wall Repair	-	18,843.26	50,004.00	46,773.06

# Two Sunset Pointe Homeowners Association, Inc.

## Fiscal Year 2023 Annual Budget Comparison

	FY 2022		FY 2023	
	1/1/2022 - 12/31/2022		1/1/2023 - 12/31/2023	
	Budget	Actual	Budget	Actual (YTD)
<b>Expense</b>				
6036 - Tree Replacement	15,000.00	-	15,000.00	-
6038 - Common Area-Lights	25,000.00	11,480.82	25,000.00	-
6040 - Pool Furniture/Equipment	80,000.00	303.09	80,000.00	-
6050 - Monuments	-	110,848.01	32,160.00	-
6060 - Maint.	-	85,463.26	50,000.00	-
6065 - Fences	50,000.00	8,080.55	150,000.00	4,050.00
6090 - Playground Equipment	-	-	69,624.00	-
6120 - Entrance/Landscaping	25,000.00	6,262.26	25,020.00	3,708.10
<b>Total Reserves - General</b>	<b>245,000.00</b>	<b>260,716.18</b>	<b>546,808.00</b>	<b>250,877.11</b>
<b>Total Expense</b>	<b>245,000.00</b>	<b>260,716.18</b>	<b>546,808.00</b>	<b>250,877.11</b>
<b>Reserve Fund Net Total</b>	<b>344,219.67</b>	<b>307,140.52</b>	<b>4,409.00</b>	<b>(154,813.00)</b>
<b>Net Total</b>	<b>345,219.67</b>	<b>130,731.16</b>	<b>4,409.00</b>	<b>(301,796.43)</b>



The association is responsible for paying all operating expenses, as well as maintain funds for the reserve account.

A brief outline is listed below of items that your homeowner assessments contribute to:

- The general maintenance of all common areas, i.e., landscape services which include mowing, edging, tree trimming and chemical treatments, etc.
- Replacement of trees and shrubs
- The cost of electricity to operate the common area lighting and numerous irrigation systems throughout the community.
- The cost of maintenance, repair, supplies, and utilities for four (4) swimming pools.
- The cost of maintenance, chemical balance, and stocking our ponds.
- The cost of water at the amenity centers that is not supplied by the well water system.
- The cost of repairs and general maintenance of the irrigation systems, i.e., replacing broken sprinkler heads, valves, well maintenance, etc.
- The cost of miscellaneous common area repairs, i.e., landscape material replacements, mulch, etc.
- The cost of major owned assets repairs (buildings, playground equipment, fence re-staining, and wall repairs) etc.
- The cost of legal and tax services, including annual audit.
- The cost of insurance premiums, corporate and federal tax obligations.
- The cost of correspondence letters to homeowners, processing ACC requests, postage, etc.

Please keep in mind that this represents only a portion of the services that homeowner dues provide for the community. SBB Community Management Company has been selected by the Board of Directors of your Association to provide professional management services. These services include collecting Association dues and maintaining the Association's books and records, enforcing your Declarations of Covenants, Conditions and Restrictions, performing regular property inspections, and maintaining the common areas in a manner consistent with the Association's budget and Board instructions.

The Board of Directors have many responsibilities, including continual review of the Association's budget to decide if current homeowner dues are sufficient to fund the community's upcoming annual expenditures, such as landscape maintenance, insurance, water and electrical increases for the common area lighting and irrigation and so on.

It is important to note that in September of 1999 a consumer protection law was passed which entitles homeowners to be informed that they are buying a home in an association and what it all involves. Mortgage lenders require the buyer to receive financial information on the association. The lender wants to ensure that the association has sufficient funds in their reserve account so that when writing the mortgage, the buyer would not be hit with a large assessment, which they would be unable to pay on top of their mortgage payment and regular assessments each month. Healthy reserve funds are also very attractive to new homebuyers, which is why the reserve is preserved and not utilized for on-going association expenses.

We hope you find this information helpful. If you have any additional questions or would like further assistance, please contact Tim McConville or Mike Luzzi at SBB Community Management Company (469) 362-0580.

**TWO SUNSET POINTE HOMEOWNERS ASSOCIATION, INC.**  
**ANNUAL HOMEOWNERS MEETING**  
**MARCH 9, 2023**  
**MANAGER REPORT**

I. Operations

- The retaining wall repairs for the Dawn Mist pool were completed.
- Canal and weir erosion – Cardinal Strategies North Canal Complete, Weir Complete, working on Lake #3 Overflow now.
- Pool Video Camera project completed.
- Phase 2 landscape light plan completed.
- Phase 3 landscape light plan proposal preparations in progress.
- Pool resurfacing for Leisure Lane completed.
- Pool resurfacing for Dawn Mist Lane completed, After care in progress.
- Drainage for Dawn Mist Park areas completed.
- Holiday Decorations installed and removed.
- Sunlight/FM 423 Drainage Corrections completed.
- Sunlight/FM 423 irrigation/ landscape project completed.
- Sunlight/FM 423 monument flower beds completed.
- Sunny Side/Waterside NE monument flower beds completed.
- Canal diffusers repaired and working as intended.
- Lakes re-stocked with Medium Bluegill, Adult Fathead Minnows & Largemouth Bass.
- Engineer’s recommendations for the Watercress, Woodlake, and Sunflower, retaining wall repairs completed - Estimates in process.
- Perimeter Wood Fence Staining Estimates in process.
- Irrigation Controller at South Canal/Walker Replaced.
- Irrigation mainlines, lateral lines, and sprinkler head repairs are ongoing.
- Irrigation monitored with seasonal adjustments made based on weather.
- Playgrounds and Doggie Stations cleaned twice a week and as needed.
- Freeze damaged shrubs replaced as needed.
- Mowed/mulched leaves and debris from beds and in turf areas (twice per month).
- Pulled weeds in flower beds.
- Seasonal color installed throughout the year.
- Acorns were removed from sidewalks as needed.
- Pre- and post-emergent herbicide plus insecticide to prevent fire ants applied; as well as Certainty herbicide to nutsedge in turf and beds; and Dallis Grass spot treatments.
- Dawn Mist Splash Pad Repair Estimates in progress.
- Annual Town of Little Elm Pool Inspection completed with Permits approved.
- Pool Monitoring during Pool Season conducted.
- New users added to the pool gate access system as requested. In total 1,714 residences have pool keys.

II. Compliance and Architectural Submittals:

- 1,001 ARC requests were approved since last meeting. 58 denied. 7 in process.
- 5,436 Violations were processed for miscellaneous items: Weeds, Roof, Trash Cans, Debris, ARC Non-Submittals, Etc.