

# OFFICIAL VOTING NOTICE

Send any questions or opinions with your EMAIL VOTE to [sunsethillstexas@hotmail.com](mailto:sunsethillstexas@hotmail.com)  
**NO LATER THAN TUESDAY, MARCH 14, 2006 ~ IF YOU DO NOT HAVE ACCESS TO THE INTERNET,  
PLEASE MAIL YOUR VOTE TO: MARCHAND - 3512 ALDESYDE DRIVE - KELLER, TX 76248**

Compare the following management summaries with our current management pricing.  
After subsidizing, Mady Corp. receives the following fee for their services. (Subsidizing now Ended)  
\$2.00 per door per month → \$24/year/home → \$6,072/year for the HOA

## **OPTION ONE**

**PREMIER COMMUNITIES ([www.premiercommunities.net](http://www.premiercommunities.net))**

**BID: \$4.00 per door, per month → \$48.00/year/home → \$12,144/year for the HOA**

### **THIS FEE INCLUDES:**

Bank account reconciliation \* Budget preparation and disbursement of funds \* Fee collection and delinquency reports \* Preparation of monthly balance sheet and income statements (including variance to budget) \* Oversight of the independent review of the association books and records \* Preparation of the association tax return filing \* Payment delinquency letters, coupon, statement printing and mailing \* Initiation of the lien process \* Complete in-house collection services \* Preparation of monthly reports and financial package \* Coordination of board and membership meetings \* Supervision of on-site personnel and contractors \* Managing violations and CC&R compliance \* Obtain competitive bids and oversee common area maintenance projects to completion \* Processing architectural requests \* Preparation of state corporation commission reports \* Management of association insurance requirements \* Weekly spot checks of property and monthly detailed inspections of property \* Premier manages Crawford Farms ([crawfordfarmshoa.com](http://crawfordfarmshoa.com)) Harvest Ridge ([harvestridgehoa.com](http://harvestridgehoa.com)) and Wellington ([wellington-fm.com](http://wellington-fm.com)) and others.

## **OPTION TWO**

**PRINCIPAL MANAGEMENT GROUP ([www.principal-mgmt.com](http://www.principal-mgmt.com))**

**BID: \$3.25 per door, per month → \$39/year/home → \$9,867/year for the HOA**

### **THIS FEE INCLUDES:**

Liaison to contractors for repairs and common area work \* maintain hoa's equipment inventory and advise in purchasing \* Respond to resident/tenant needs \* Hire and supervise project personnel \* Weekly physical inspections of property \* Negotiate and contract services for utilities, trash, lawn, pests, etc. \* Covenant enforcement (including distribution of notices, imposition of fines, processing architectural applications) \* Accounting services (annual budget, monthly statements, annual financial reports, financial correspondence and reporting \* assistance with audits \* Prepare insurance specifications \* Process insurance claims \* Prepare and conduct annual meetings and special meetings \* Attend one monthly meeting \* Legal assistance \* Maintain financial records and complete files \* Newsletter assistance \* Bank account reconciliation \* Collection of maintenance fees \* Principal manages Estates of Flower Mound, Timbercreek Estates Phase 7, Beacon Hill in Grand Prairie ([bhhoa.com](http://bhhoa.com)) and others.

## **OPTION THREE**

**RTI/CMA MANAGEMENT ([www.cmamanagement.com](http://www.cmamanagement.com))**

**BID: \$4.25 per door, per month → \$51/year/home → \$12,903/year for the HOA**

### **THIS FEE INCLUDES:**

Prepare annual budget \* Prepare financial statements including Balance Sheet, Income Statement, Budget Variance, Analysis Notice of Delinquent Accounts \* billing of assessment fees \* collection of delinquent accounts \* Deposits, Payments, Recording \* Maintain roster of owners \* Maintain all files \* Facilitate annual meetings \* Coordinate insurance coverage \* Administer policies, rules and regulations \* Assist to develop and coordinate committees \* Assist with newsletter and events \* Application and review of architectural submissions \* Service inquiry and complaint resolution \* Property inspections \* Preferred list of vendors \* Supervise contractors \* Implement operational procedures \* CMA manages Cedar Bluff in Hurst, Villages of Northshore and Starwood in Frisco ([starwoodhoa.com](http://starwoodhoa.com))