

Tomahawk Creek Condominiums

2024 Budget Package

October 8, 2023



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Tomahawk Creek Condominiums

To: Tomahawk Creek Owners
From: Board of Directors
Date: October 8, 2023
RE: 2024 Budget

Our financial budget continues to be challenging. Community leadership strives to find a balance between keeping assessments as low as possible while properly managing and maintaining our nearly 28-year old property. Thus, a 7% annual assessment increase is being recommended for 2024. This is specifically due to the following:

1. Loan payments for roof, siding & asphalt – In 2023 the principal & interest (P&I) totals 34% of total HOA dues. With a 7% increase, the P&I will consume 31.7% of HOA dues. These loans are due to be paid off in Sept. 2025.
2. Insurance – our insurance agent anticipates a 25% premium increase beginning in April 2024. Insurance cost in 2023 will end up being \$193,791. With 9 months in 2024 at the 25% higher insurance costs, we are budgeting \$230,130 for 2024 insurance cost. This national trend of increased insurance premiums continues to be a big cost driver. Prior to our April 2024 insurance premium increase, your board will be looking at possible adjustments to our deductible to reduce insurance costs. Any contemplated changes will be brought before the community.
3. Utilities – we anticipate an increase in 2024 for electric, water, wastewater & telephone to \$275,780, up from \$265,300 in 2023. Most of the increase is in water & wastewater.
4. Cable income – we expected to see declines from prior years by ~\$14,000 due to changes in government regulations regarding revenue sharing. However, we are still getting about \$20k per year in payments from Spectrum. Resident use of Spectrum is expected to decline as Google Fiber is scheduled to be available for service in 1st quarter 2024.
5. We are holding the line on our vendor costs for 2024.
 - a. Mowing cost increased 5% in 2022 and another 5% for 2023, but is not increasing in 2024. The price per mow that we pay remains very competitive in the market.
 - b. Pool cost will be cut in about ½ in 2024 as we are using our property maintenance personnel (Joel) to manage the weekend pool maintenance instead of Huschmeyer, our previous vendor. Joel is licensed and qualified to maintain the pool.

Despite a 7% increase for 2024, as well as a concerted effort to control costs and spend our dollars wisely, TCC will have an approximate break-even operating cash flow (about \$7,657) in 2024 (depending on uncontrollable costs like snow removal, utility and insurance expenses). We need to apply a sealant on the asphalt in 2024, budgeted at \$53k, which will likely need to be paid out of cash reserves.



Other Capital Projects on the “to do” list are Awning Supports as needed, Pond dredging, Soffit/Cedar roof line painting & wood rot repair, Sports courts surface refinishing. And last, but certainly not least, our aging irrigation system needs to be replaced. Until our loan is paid off, we will continue to do spot repairs on the system.

As a cash flow improvement effort, TCC asked FirstService Residential, our property management company, to aggressively work our property owners who are past due. Eight of these owners comprise about 85% of our past due HOA dues. Note: In the past month, we had two of these owners pay in full, which was about a \$5k boost to cash flow.

Even with this 7% dues increase, TCC (with the most amenities in comparison with others surveyed late in 2022) is at the low end of comparison properties; at \$0.32 per square foot compared to a range of \$0.25 to \$0.44 per s.f.

Additional cuts to the budget risk property value declines. TCC continues to hold strong, with units continuing to sell quickly at good market value.

Property values have increased substantially over the past several years, with units consistently selling quickly at rising values. Our community presents well to potential buyers and shows pride of ownership and care. Real estate markets will change over time, but we don't want to see our values negatively impacted due to lack of care or extensive deferred maintenance.

Sincerely,

Tomahawk Creek Board:

Allison Luthi – President, Edrissa Cham – Treasurer, Amber Schreiber – Vice President, Deb Schuler – Secretary, Jason Lank – Member at Large

3126 Tomahawk Creek Condos
Monthly Forecast vs Budget
09/30/2023

11500 N Ambassador Drive
Suite 360
Kansas City MO 64153

	January 01	February 02	March 03	April 04	May 05	June 06	July 07	August 08	September 09	October 10	November 11	December 12	TOTAL YEAR FORECAST	TOTAL YEAR BUDGET	TOTAL YEAR VARIANCE
Income:															
402020 Dues Income	115,028	115,028	115,028	115,028	115,028	115,028	115,028	114,780	115,028	115,027	115,027	115,027	1,380,083	1,380,324	(241)
403044 Spectrum Marketing	0	0	5,825	0	0	5,844	0	5,701	0	1,500	0	0	18,889	6,000	12,889
404000 Interest On Late Payments	0	564	(790)	570	181	72	94	166	57	55	55	55	1,079	660	419
404010 Late Fees	0	2,875	(3,414)	2,914	975	425	500	825	300	150	150	150	5,850	1,800	4,050
404015 Violation Fines	0	0	0	0	0	0	0	0	0	50	50	75	175	625	(450)
404020 Returned Payment Fees	0	0	50	50	(50)	(50)	75	(75)	0	0	0	0	0	0	0
404045 Prior Year Dues Adjustmen	0	560	0	0	0	0	0	0	0	0	0	0	560	0	560
404510 Club Income	280	0	205	0	335	0	130	75	75	200	250	200	1,750	2,700	(951)
404552 Carport Income	0	50	250	25	225	50	350	368	50	150	150	150	1,818	1,800	18
404570 Key/Card/FOB Income	130	50	150	25	0	50	75	125	0	0	0	0	605	0	605
405222 Reimbursement Postage	0	0	4	0	0	1	0	0	0	0	0	0	5	0	5
406010 Miscellaneous Income	0	0	0	0	0	0	0	205	0	140	140	140	625	1,680	(1,055)
407900 Insurance Settlement Inco	1,481	0	0	0	0	0	0	0	0	0	0	0	1,481	0	1,481
409100 Reserve Fund Transfer	(39,000)	(39,000)	(39,000)	(39,000)	(39,000)	(39,000)	(39,000)	(39,000)	(39,000)	(39,000)	(39,000)	(39,000)	(468,000)	(468,000)	0
Total Income	77,919	80,127	78,308	79,613	77,693	82,419	77,251	83,170	76,509	78,272	76,822	76,797	944,900	927,589	17,311
Expenses															
Administrative															
601000 Management Fees	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,560	3,560	3,560	42,180	42,720	540
601020 Legal	0	0	0	0	2,500	0	0	798	0	500	500	500	4,798	6,000	1,202
601040 Audit-Review-Tax Return-A	0	0	0	0	0	0	0	41	180	0	0	0	221	6,000	5,779
601100 Administrative Expense	614	170	0	0	0	691	25	0	366	100	100	100	2,167	1,200	(967)
601120 Directory	0	0	0	0	0	0	14	(14)	0	0	0	0	0	0	0
601220 Printing-Postage-Supplies	173	174	192	380	1,847	204	334	1,015	242	3,000	200	200	7,961	8,000	39
601221 Office Supplies	0	150	19	0	49	3	233	0	0	200	200	200	1,054	2,400	1,346
601240 Social	0	108	22	0	397	0	0	0	0	150	75	75	827	900	73
601420 Bank Fees	131	75	0	50	175	75	75	75	75	110	110	110	1,061	1,320	259
Total Administrative	4,419	4,177	3,733	3,930	8,467	4,473	4,181	5,415	4,363	7,620	4,745	4,745	60,269	68,540	8,271
Insurances & Taxes															
601500 Insurance	12,914	12,914	12,914	15,928	16,149	15,928	15,928	15,928	15,928	13,046	13,046	13,046	173,669	157,760	(15,909)
601520 Income Taxes	0	0	0	0	0	0	0	0	0	0	0	0	0	50	50
Total Insurances & Taxes	12,914	12,914	12,914	15,928	16,149	15,928	15,928	15,928	15,928	13,046	13,046	13,046	173,669	157,810	(15,859)
Salaries/Contract Labor															
601600 Salaries	15,560	8,442	13,198	11,218	16,769	12,412	11,959	17,252	11,003	10,738	10,738	16,106	155,396	139,592	(15,804)
601652 Maintenance	3,275	253	69	121	121	121	121	(4,080)	121	0	0	0	121	0	(121)
Total Salaries/Contract L	18,835	8,696	13,267	11,339	16,890	12,533	12,079	13,171	11,124	10,738	10,738	16,106	155,516	139,592	(15,924)
Utilities															
601900 Electricity	5,109	5,296	4,613	4,581	4,825	3,510	3,156	3,186	2,877	4,200	4,200	4,200	49,753	51,600	1,847
601920 Water Service	6,000	6,241	14,960	2,135	3,598	10,886	22,612	23,942	47,377	14,000	9,000	6,000	166,752	113,300	(53,452)
601925 Waste Water	0	17,011	0	16,107	296	15,771	285	16,195	(2,063)	600	14,000	600	78,802	98,600	19,798
601930 Telephone	140	921	248	241	246	181	188	188	188	150	150	150	2,991	1,800	(1,191)
601940 Trash Service	1,350	1,005	1,023	1,044	3,139	2,445	1,546	1,445	1,475	2,500	2,100	2,100	21,171	26,800	5,629
Total Utilities Expenses	12,599	30,473	20,843	24,109	12,104	32,793	27,789	44,956	49,855	21,450	29,450	13,050	319,470	292,100	(27,370)
Land Services															
602210 Ground Maintenance Contra	8,600	8,600	8,600	8,600	0	0	22,005	0	12,861	12,000	8,000	3,000	92,268	95,500	3,232
602240 Landscaping	0	0	0	0	360	5,788	176	1,850	32	3,000	0	0	11,206	12,500	1,294
602500 Water Sprinkler Maintenan	0	0	0	0	0	5,920	2,171	0	1,908	1,150	2,000	0	13,149	19,600	6,451
602630 Equipment Maintenance	0	0	0	0	414	135	662	0	150	100	100	100	1,661	1,200	(461)
602660 Electrical Supply & Bulbs	0	0	0	0	162	0	112	(273)	0	0	0	0	0	0	0
602760 Pond Expense	0	0	0	0	98	364	1,829	0	0	370	370	370	3,400	4,440	1,040
602885 Snow Removal	2,769	719	719	0	0	0	0	0	0	0	4,500	4,500	13,207	40,000	26,793
Total Land Services Expen	11,369	9,319	9,319	8,600	1,034	12,206	26,955	1,577	14,951	16,620	14,970	7,970	134,891	173,240	38,349
Clubhouse															
603700 Playground	0	0	0	0	0	0	0	0	173	0	0	0	173	0	(173)
603710 Recreational Area Mainten	0	0	0	0	0	0	0	212	0	150	150	150	662	1,750	1,088
Total Clubhouse Expenses	0	0	0	0	0	0	0	212	173	150	150	150	836	1,750	914
Pool															
604000 Pool Maintenance	0	0	0	0	252	1,293	913	0	670	0	0	0	3,128	6,000	2,872
604020 Pool Maint Contract	0	0	0	0	0	816	0	2,405	1,054	1,200	0	0	5,475	7,700	2,225
604700 Pool Permits & Licenses	0	370	0	0	0	0	0	0	0	0	0	0	370	400	30
Total Pool Expenses	0	370	0	0	252	2,109	913	2,405	1,724	1,200	0	0	8,973	14,100	5,127

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 Monthly Forecast vs Budget
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11500 N Ambassador Drive
 Suite 360
 Kansas City MO 64153

	January 01	February 02	March 03	April 04	May 05	June 06	July 07	August 08	September 09	October 10	November 11	December 12	TOTAL YEAR FORECAST	TOTAL YEAR BUDGET	TOTAL YEAR VARIANCE
Building															
605000 Building Maintenance	0	0	92	0	324	66	551	1,481	1,059	500	500	1,000	5,573	8,000	2,427
605010 Maintenance Labor	0	525	0	0	313	0	1,867	188	2,575	300	300	300	6,367	3,600	(2,767)
605100 Exterminating	1,531	0	1,674	0	406	1,860	0	210	1,586	0	0	1,600	8,867	6,400	(2,467)
605230 Gutter Cleaning	0	0	0	0	0	0	0	3,240	2,640	0	0	2,400	8,280	4,800	(3,480)
605245 Painting - Exterior	0	0	0	0	0	0	55	0	0	0	200	200	455	1,600	1,145
Total Building Expenses	1,531	525	1,766	0	1,043	1,926	2,472	5,119	7,860	800	1,000	5,500	29,541	24,400	(5,141)
Equipment Repair & Maintenance/Supplies															
606015 HVAC Repair	0	0	0	0	0	0	32	0	0	100	100	100	332	1,200	868
606090 Plumbing Repairs	0	0	0	0	611	0	17	0	0	3,200	3,200	3,200	10,227	38,400	28,173
606100 Electrical Repairs	92	74	134	128	681	0	46	273	255	200	300	300	2,482	3,300	818
606115 Security Monitoring Servi	0	59	0	0	15	0	0	0	0	250	150	150	624	2,100	1,476
606150 Fire Sprinkler System	0	0	0	59	0	(59)	0	0	0	0	0	0	0	0	0
606160 Sprinkler/Fire Protection	192	0	695	1,886	59	5,767	59	59	348	1,500	1,500	1,200	13,264	16,800	3,536
606200 Hardware/Keys/Tools	75	0	0	0	0	0	10	0	286	50	50	50	521	600	79
606270 Supplies - Miscellaneous	30	0	504	0	215	548	522	0	946	150	150	150	3,215	1,800	(1,415)
Total Equipment Repair &	388	133	1,333	2,072	1,581	6,256	686	332	1,835	5,450	5,450	5,150	30,666	64,200	33,534
Total Expenses	62,056	66,607	63,175	65,978	57,520	88,224	91,003	89,115	107,813	77,074	79,549	65,717	913,831	935,732	21,901
Operating Net Income +/-	15,863	13,519	15,133	13,634	20,173	(5,805)	(13,752)	(5,945)	(31,304)	1,198	(2,727)	11,080	31,068	(8,143)	39,211

2024 Budgeted Operating Expenses

402020 Dues Income	1,476,947
403044 Spectrum Marketing	18,000
404000 Interest on late payments	660
404010 Late Fees	1,800
404015 Violation Fees	600
404510 Club Income	2,700
404552 Carport Income	1,800
404570 Key/Card/FOB Income	500
406010 Miscellaneous Income	1,880
	-
409100 Reserve fund tranfer-Load	-468,000
69011 Tranfer to Reserve Carports	-
TOTAL REVENUES	1,036,887

EXPENSES

Administrative

601000 Management Fees	43680
601020 Legal	4500
601040 Audit-Review-Tax return-Accounting	6000
601100 Administrative Expense	2256
601220 Printing-Postage-Supplies-Data Storage	3580
601221 Office Supplies	900
601240 Social	1200
601420 Bank Fees	300
TOTAL Administrative	62,416

Insurance & Taxes

601500 Insurance	230130
601520 Income Taxes	300
TOTAL Insurance and Taxes	230,430

Salaries/Contract Labor

601600 Salaries	157300
600652 Maintenance	25176
TOTAL Salaries/Contract Labor	182,476

Utilities

6001900 Electric	53148
601920 Water Service	117,832
601925 Waste Water	102,544
601930 Telephone	2,256
601940 Trash	17,856
Dumpster	2,000
TOTAL Utilities	295,636

Land Services

602210 Ground Maintenance Contract	93,000
602240 Landscaping	12500
602500 Water Sprinkler Maintenance	19600
620630 Equipment Maintenance	950
602760 Pond Expense	4572
602885 Snow Removal	40000
TOTAL Land Services	170,622

Clubhouse

603700 Rec Area	1800
TOTAL Clubhouse Expenses	1,800

Pool

604000 Pool Maintenance	7600
604020 Pool Maintenance Contract	
604700 Pool Permits & Licenses	250
TOTAL Pool Expenses	7,850

Building

605000 Building Maintenance	10800
605010 Maintenance Labor	0
605100 Exterminating	7220
605230 Gutter Cleaning	5280
605245 Painting Exterior	1600
TOTAL Building Expenses	24,900

Equipment Repair & Maintenance/Supplies

606015 HVAC Repair	900
606090 Plumbing Repairs	18000
606100 Electrical Repairs	18500
606115 Security Monitoring Service	600
606200 Hardware/Keys/Tools	300
606270 Supplies- Miscellaneous	2400
606160 Sprinkler protection	12200
TOTAL Equipment Repair & Maintenance/Supplies	52,900

TOTAL EXPENSES**1,029,030**

2024 Capital Account Budget

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 TOTAL Annual
Asphalt Sealant							53000						53,000
Awning Support Project	-	-	-	7,575									7,575
Pond Dredging Phase I / Silt Pond	-	-	-	-	-	-	-	-	-	50,500	-	-	50,500
Soffit/Cedar Roof Line Painting				5,050	5,050	5,050							15,150
													126,225

Projected 2023 Reserve Cash Balance \$371,001
 Budgeted 2024 Expenses \$126,225
Forecasted 2024 Reserve Cash Balance \$244,776



TOMAHAWK CREEK CONDOMINIUMS

Historical and Budgeted Cash Flow Summary

FOOTNOTES:

- (1) Tomahawk Creek has had only one dues increase of 3% since 2015. The 2023 proposal of 7% is necessary to balance an operating budget that allows for payment of debt service and proper maintenance of the property. Dues have only been increased one time since Only single 3% dues increase implemented since 2015.
- (2) Cable income is projected to be dramatically decreased from prior years given the pending entry of Google Fiber to the community and changes in sharing payments imposed on Spectrum.
- (3) Contributions to Capital Reserve set at amount approximately required to service debt. Any capital expenditures in 2023 will therefore be funded from cash reserves.
- (4) The monthly rate of management fees has been flat since 2018, although a \$300 per month discount was implemented for 2020 and 2021. Board is projecting higher management fees in 2023 to reflect increased services provided by the management company.
- (5) Maintenance labor is projected higher in 2023 due to the position have been vacant after two turnovers and higher salary requirements to retain good talent.
- (6) Non-contract landscaping upgrades will be reduced from prior two years to reflect budgetary constraints due to reduced cable income, increased service and labor costs.
- (7) Tile work at the pool will be performed in advance of the 2023 pool season.
- (8) Contract Labor in 2022 was higher than usual due to addition of security system to mailroom.
- (9) Plumbing increase for 2022 is for the inspection of plumbing valves/fixtures/connections in all units due to dramatic increase in plumbing valve failures and leaks in numerous units.
- (10) Upgrading fountains from residential to commercial grade units; electrical upgrades also required. Old fountains, which were not designed for constant/commercial use, all went out during 2022.
- (11) Actual cost of awning replacement in 2022 was ~2,500 and was paid out of operating budget. Anticipated that another 5-6 awnings will need to be replaced in 2023.
- (12) Pond dredging anticipated for 2022 was postponed to 2023
- (13) Majority of Other Expenses paid from capital reserve in 2022 was for the new mailbox replacements required due to break-in. Amount budgeted for 2022 is a placeholder for unforeseen events.
- (14) Overall net cash balances were designed to be built up in 2019, 2020 and 2021 in order to prepare for asphalt spending/borrowing/repayment and consolidated loan balances - all done in 2021. During the next three years, during which time the property loan will be repaid, reserves are expected to be used/reduced. Upon loan repayment, reserves will be rebuilt.

Tomahawk Creek Cash Balance Recap				
	Cash - Operating Account	Cash - Capital Account	Cash - Reserve Account	Total Cash - All Accounts
12/31/2018	172,303	50,557	80,611	303,471
12/31/2019	137,529	112,855	100,982	351,366
12/31/2020	156,118	215,089	101,372	472,579
12/31/2021	192,130	355,976	101,544	649,851
12/31/2022	\$ 166,710	\$ 257,678	\$ 101,787	\$ 526,375
PROJECTED 12/31/2023	\$ 139,393	\$ 173,983	\$ 162,559	\$ 475,934

Annual Increase from Prior Year	9.0%	0.0%	0.0%	0.0%	0.0%	3.0%	0.0%	7.0%	7.0%
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Unit Type	# of Units	Unit Description	2016	2017	2018	2019	2020	2021	2022	2023	2024
A1	81	1 Bed / 1 Ba Lower	\$ 240 16	\$ 240 16	\$ 240 16	\$ 240 16	\$ 240 16	\$ 247 36	\$ 247 36	\$ 264 68	\$ 283 20
A2	81	1 Bed / 1 Ba Upper	247 75	247 75	247 75	247 75	247 75	255 18	255 18	273 04	\$ 292 16
C2	54	1 Bed / 1 Ba Den	280 15	280 15	280 15	280 15	280 15	288 55	288 55	308 75	\$ 330 36
B1	54	2 Bed / 2 Ba Lower	320 87	320 87	320 87	320 87	320 87	330 50	330 50	353 64	\$ 378 39
B2	54	2 Bed / 2 Ba Upper	337 10	337 10	337 10	337 10	337 10	347 21	347 21	371 51	\$ 397 52
TH1	16	3 Bed / 2 5 Ba	441 69	441 69	441 69	441 69	441 69	454 94	454 94	486 79	\$ 520 86
TH2	16	3 Bed / 2 5 Ba End	449 02	449 02	449 02	449 02	449 02	462 49	462 49	494 86	\$ 529 50

Tomahawk Creek Assessment Comparison - October, 2022

Property	Amenities	Utilities Included	Unit SF	Assessment	Assessment per SF
Pinebrook			828	\$ 343.00	\$ 0.41
Pinebrook	Pool, Clubhouse	Water, Sewer, Trash, Gas	1,160	\$ 507.00	\$ 0.44
Pinebrook			1,365	\$ 506.00	\$ 0.37
Pinebrook			1,420	\$ 510.00	\$ 0.36
Boreaux Condos			1,614	\$ 563.00	\$ 0.35
Boreaux Condos	Pool, Clubhouse	Water, Sewer, Trash, Gas	1,647	\$ 590.00	\$ 0.36
Tailsman Condos			792	\$ 266.00	\$ 0.34
Tailsman Condos	Pool, Clubhouse, Dog park		831	\$ 319.00	\$ 0.38
Tailsman Condos			1,020	\$ 350.00	\$ 0.34
Tailsman Condos			1,446	\$ 495.00	\$ 0.34
Tailsman Condos			1,566	\$ 521.00	\$ 0.33
Gramercy Place	Pool, Clubhouse		762	\$ 217.00	\$ 0.28
Gramercy Place			1,188	\$ 233.00	\$ 0.20
Gramercy Place			1,209	\$ 285.00	\$ 0.24
Gramercy Place			1,402	\$ 350.00	\$ 0.25
Comps Range					\$0.25-\$0.44
Tomahawk Creek		Water, Sewer, Trash	885	\$ 264.68	\$ 0.30
2023 Assessment			915	\$ 273.04	\$ 0.30
	Pool, Clubhouse w/Fitness Center, Tennis/Sports Court		1,028	\$ 308.75	\$ 0.30
		1,185	\$ 353.64	\$ 0.30	
		1,242	\$ 371.51	\$ 0.30	
		1,630	\$ 486.79	\$ 0.30	
		1,655	\$ 494.86	\$ 0.30	

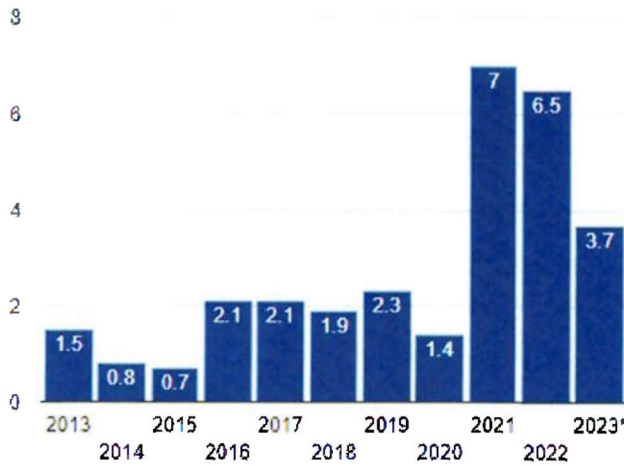


Current US Inflation Rates: 2000-2023

The annual inflation rate for the United States was 3.7% for the 12 months ended August, according to U.S. Labor Department data published on Sept. 13, 2023. This follows a rise of 3.2% in the previous period. The next update on inflation is scheduled for release on Oct. 12 at 8:30 a.m. ET. It will provide information on the rate of inflation for the 12 months ended September 2023.

Below is a chart and table displaying annual US inflation rates for calendar years from 2000 and 2013 to 2023. For inflation rates in prior years, please refer to [historical inflation rates](#). If you would like to calculate the accumulated rates between two different dates, you can use the [US Inflation Calculator](#).

Chart: United States Annual Inflation Rates (2013 to 2023)



TOMAHAWK CREEK

TOMAHAWK CREEK

Notice of Annual Meeting and Board of Directors Election

October 2, 2023

Dear Tomahawk Creek Condominium Owners,

Please join us at the Tomahawk Creek Clubhouse Thursday, November 16, 2023 at 6:30 pm for the Annual Homeowners' Meeting and Board of Directors Election. You may cast your ballot in the clubhouse at the front doors.

There are three (3) positions to be filled for the board of directors and they are listed on the attached directed proxy and general proxy.

A quorum of 1/3 of the total eligible Association vote must be present, in person or by proxy, to conduct the election. Once a quorum of owners is met the votes will be weighted by each property. If quorum is NOT met, the meeting cannot continue and will have to be re-scheduled within 48-hours.

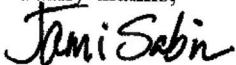
The meeting is going to be held in person at the clubhouse. We encourage you to complete and sign an attached proxy (either directed or undirected) and return it to one of the following **prior to** the start of the Annual Meeting. You can turn these in at:

Tomahawk Creek Condominium Association: 11600 Tomahawk Creek Parkway, Leawood, KS 66211 - **OR**
Manager's Drop Box: Located in the mail room at the clubhouse

There will be ballots available for you to fill out at the clubhouse after the meeting has started. You will be able to fill out the ballot and place it in a secure ballot box by the front door. Once the meeting has started you will not be able to fill out the proxy. The proxy must be collected before the Annual Meeting has started.

If you have any questions relating to the election or information provided, please feel free to contact your onsite manager Jami Sabin at 913.663.1103 or TCCManager@tomahawkcreek.net.

Many thanks,



Jami Sabin
Property Manager | FirstService Residential
Tomahawk Creek Board of Directors

It is very important that you either attend the meeting or return a proxy so that we will have a quorum for the meeting.

TOMAHAWK CREEK

Condominium Association Board Candidate Questionnaire

In order for the Nominating Committee and the community to understand the skills and attributes of potential board members, please prepare a short (no more than one page) document, answering the following questions. Your responses will be distributed to the community before Election Day.

1. Name: *Edrissa Cham*
 2. How long have you lived at Tomahawk Creek Condominiums: *4 years*
 3. Have you worked on any Tomahawk Creek Condominiums committee, if so which one: *Yes, I have worked for the Finance Committee for almost 4 years and a member of the board for 3 years as the Treasurer. This would be my second term of re-election to the board.*
 4. Briefly describe your current employment, skill sets, industry expertise, etc. *I currently work for one of the largest renewable energy companies in the country. I am an engineer by training, and I also have an MBA degree.*
 5. Professional Affiliations: *Solar Energy Industries Association (SEIA)*
 6. Community activities at large (beyond the Tomahawk Creek Community): *I volunteer at Thelma's Kitchen in Kansas City to feed the homeless and run local races to raise fund for children.*
 7. Please describe why you wish to serve the organization and what you would like to accomplish as a member of the Board of Directors. *I have been active with the board for about 4 years now. First as a volunteer in the Finance Committee and later as an elected member of the board as the Treasurer. My goal is to balance the need to maintain the quality of the condominium complex for now and later with the limited budget.*
-

TOMAHAWK CREEK

Condominium Association

Board Candidate Questionnaire

In order for the Nominating Committee and the community to understand the skills and attributes of potential board members, please prepare a short (no more than one page) document, answering the following questions. Your responses will be distributed to the community before Election Day.

1. Name: Kathi Fern
 2. How long have you lived at Tomahawk Creek Condominiums: Since March 2017
 3. Have you worked on any Tomahawk Creek Condominiums committee, if so which one: I have been a member of both the Social and the Architectural Standards Committees
 4. Briefly describe your current employment, skill sets, industry expertise: Accounts Receivable for CenterWell Home Health.
 5. Please describe why you wish to serve the organization and what you would like to accomplish as a member of the Board of Directors.
Tomahawk Creek Condominiums is a one-of-a-kind property in Leawood with affordable ownership, while still offering various amenities to our residents. My goal will be to improve both the value of our properties and the quality of life at Tomahawk Creek Condominiums. By this I mean continuing strong maintenance of our buildings & landscaping, making improvements as we are economically able. At the same time building a social network of TCC residents. We need to get more of us involved. We need the voices of TCC owners to drive the future of OUR Community .
-

TOMAHAWK CREEK

Condominium Association Board Candidate Questionnaire

In order for the Nominating Committee and the community to understand the skills and attributes of potential board members, please prepare a short (no more than one page) document, answering the following questions. Your responses will be distributed to the community before Election Day.

Name: Jason Lank

- 1) How long have you lived at Tomahawk Creek Condominiums: 2.5 Years
- 2) Have you worked on any Tomahawk Creek Condominiums committee: Finance
- 3) Briefly describe your current employment, skill sets, industry expertise:

I've been an investment advisor in the KC area for 33 years, developing and managing portfolios for clients nationwide. I interact with accountants, attorneys and other professional on a regular basis.

- 4) Professional Affiliations: I hold the Certified Fund Specialist designation (CFS).
- 5) Community activities at large (beyond the Tomahawk Creek Community):

I serve on the board of a fraternal organization in Lawrence, KS. We are currently fundraising to build multimillion dollar chapter house

- 6) Please describe why you wish to serve the organization and what you would like to accomplish as a member of the Board of Directors.

We live in a very desirable community and I'd like to do my part to keep it that way. It's important that we work to make TCC financial decisions (that affect all of us) from a position of strength, not weakness. Preserving and enhancing our physical properties and lifestyle should be everyone's goal (I hope!). I look forward to helping.

TOMAHAWK CREEK

**Condominium Association
Annual Homeowners' Meeting
Board of Directors Election - Directed Proxy
November 16, 2023 | 6:30pm**

KNOWN ALL MEN BY THESE PRESENT, that the undersigned Owner/Member of the Tomahawk Creek Condominium Association, (the "Association"), does hereby constitute and appoint Paula Donham (Nominating Committee Chairperson), the attorney and proxy of the undersigned, with full power of substitution and for and on behalf and in the name, place and stead of the undersigned, to attend the Annual Meeting of the Unit Owners of the Association to be held at 6:30 pm on November 16, 2023, at the Tomahawk Creek Condominiums Clubhouse, or any adjournments thereof; and thereat to vote in the name of the undersigned for candidates in an election of the members of the Board of Directors of the Association, or other issues, as indicated below, as fully as the undersigned might or could do if personally present; revoking herewith any proxy or proxies heretofore given by the undersigned to vote and act at such meeting; and hereby ratifying and confirming all that said attorney and proxy shall lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, the undersigned executed this proxy this _____ day of _____, 2023.

Owner Signature

Printed Name (please print legibly)

Unit Number and Letter

Candidates for Board of Directors – Vote for Three (3)

_____ Edrissa Cham

_____ Jason Lank

_____ Kathi Fern

_____ write in candidate: _____

IF YOU ARE UNABLE TO ATTEND THE ANNUAL MEETING, PLEASE COMPLETE AND SIGN THIS PROXY or A GENERAL UNDIRECTED PROXY AND RETURN IT TO THE CLUBHOUSE, 11600 TOMAHAWK CREEK PARKWAY, LEAWOOD, KANSAS 66211 NO LATER THAN THE CALL TO ORDER OF THE ANNUAL MEETING AT 6:30 pm on November 16, 2023.

TOMAHAWK CREEK

**Condominium Association
Annual Homeowners' Meeting
Board of Directors Election – General Undirected Proxy
November 16, 2023 | 6:30pm**

KNOWN ALL MEN BY THESE PRESENT, that the undersigned Owner/Member of the Tomahawk Creek Condominium Association, (the "Association"), does hereby constitute and appoint _____, the attorney and proxy of the undersigned, with full power of substitution and for and on behalf and in the name, place and stead of the undersigned, to attend the Annual Meeting of the Unit Owners of the Association to be held at 6:30 pm on November 16, 2023, at the Tomahawk Creek Condominiums Clubhouse, or any adjournments thereof; and thereat to vote in the name of the undersigned for candidates in an election of the members of the Board of Directors of the Association, or other issues, as indicated below, as fully as the undersigned might or could do if personally present; revoking herewith any proxy or proxies heretofore given by the undersigned to vote and act at such meeting; and hereby ratifying and confirming all that said attorney and proxy shall lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, the undersigned executed this proxy this _____ day of _____, 2023.

Owner Signature

Printed Name (please print legibly)

Unit Number and Letter

IF YOU ARE UNABLE TO ATTEND THE ANNUAL MEETING, PLEASE COMPLETE AND SIGN THIS PROXY or A DIRECTED PROXY AND RETURN IT TO THE CLUBHOUSE, 11600 TOMAHAWK CREEK PARKWAY, LEAWOOD, KANSAS 66211 NO LATER THAN THE CALL TO ORDER OF THE ANNUAL MEETING AT 6:30 pm on November 16, 2023. NOTE: IF YOU DO NOT APPOINT A SPECIFIC INDIVIDUAL AS YOUR ATTORNEY AND PROXY, THE PROXY CANNOT BE VOTED.

