

# Laurelmont

## Community Association



The regular meeting of the Board of Directors of the Laurelmont  
Community Association will be held on:

Tuesday, March 30, 2021

Meeting Held Via Teleconference

Regular Session Packet

7:30 p.m.

THE INFORMATION CONTAINED HEREIN IS STRICTLY CONFIDENTIAL AND IS TO BE  
USED FOR REVIEW BY MEMBERS OF THE BOARD OF DIRECTORS ONLY

**LAURELMONT COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
REGULAR SESSION AGENDA  
March 30, 2021**

**CALL TO ORDER**

**7:30pm**

**I. WELCOME**

**II. HOMEOWNER FORUM**

**III. CONSENT CALENDAR**

- A. Approval of the 2-23-21 Executive Session Minutes pg. 4-6
- B. Approval of the 2-23-21 Regular Session Minutes pg. 7-12
- C. Acceptance of the February 2021 Financials pg. 13-83

**IV. UNFINISHED BUSINESS**

- A. Patrol Masters Report pg. 84-89
- B. Animal Pest Management Report pg. 90
- C. Wood Trim Replacement & Painting Project Discussion

**V. NEW BUSINESS**

- A. FHA Certification Discussion
- B. Reserve Study Proposal
  - a. Advanced Reserve Study Proposal pg. 91
- C. Insurance Policy Renewal Discussion
- D. Pool Heating/Reopening Discussion
- E. Landscape Maintenance & Enhancements pg. 92-102
- F. Common Area Maintenance
  - a. Superior Roofing Proposals pg. 103-128
  - b. Spectrum Proposals pg. 129-139
  - c. ServiceFirst Restoration Proposals pg. 140
  - d. Drywall Repair Proposals pg. 141-146

**VI. MANAGEMENT REPORT**

- A. Work Orders & Service Requests pg. 147-152
- B. Reference Material pg. 153-160

**ADJOURN**

**9:00pm**

**LAURELMONT COMMUNITY ASSOCIATION  
CONSENT CALENDAR  
March 30, 2021**

- A. **BE IT RESOLVED** that the February 23, 2021, Regular Session Minutes of the Board of Directors are approved as presented.
- B. **BE IT RESOLVED** that the February 23, 2021, Executive Session Minutes of the Board of Directors are approved as presented.
- C. **BE IT RESOLVED** that the Financial Statements dated February 2021 are approved as presented.

**LAURELMONT COMMUNITY ASSOCIATION**  
**Board of Directors Meeting**  
**Tuesday, February 23, 2021 | Zoom**  
**Executive Session Minutes**

**1. CALL TO ORDER**

The Executive Session meeting of the Laurelmont Community Association Board of Directors was called to order at 6:05 p.m. by Tom James. In accordance with California Civil Code, the agenda was posted at least two days prior to the meeting.

**DIRECTORS PRESENT**

Tom James, President  
 Mark Walther, Vice President  
 Desmond Kasavan, Secretary  
 Jessica Sandacz, Treasurer  
 Patrick Whitfield, Director at Large

**DIRECTORS ABSENT**

None

**ASSOCIA-PCM**

Jessica Flicker, CCAM, CMCA, AMS, Community Association Manager

**2. LEGAL**

**A. Rental Restrictions – Governing Documents**

A discussion was held regarding this matter. No further action was required at this time.

**3. VIOLATIONS**

**A. Hearings**

Motion: Kasavan  
 Second: Sandacz

<i>Item</i>	<i>Address/ Acct #</i>	<i>Violation</i>	<i>Notes / Response from Owner</i>	<i>Motion</i>
1	67 Primrose	Trash cans being left out in common area view	First fine applied of \$250.00. Homeowner has not responded. The violation has not been corrected.	Next level fine of \$500.00 and hearing recall.
2	17 Willowood	Trellis installed without approval	Homeowner has provided correspondence indicating that they	No fine, however, the trellis isn't permitted and must be removed.

			had applied for the trellis on 2/10/2020.	
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Ayes: James, Walther, Kasavan, Sandacz, Whitfield  
Nays: None

**B. Violation Report Review**

The current violation report was reviewed and filed.

**C. Patrol Reports**

The December patrol reports were reviewed and filed.

**4. DELINQUENCIES**

**A. Delinquency Report Review**

The current delinquency report was reviewed.

**B. Acct. #145-5463 – Payment Plan Request**

Motion: James  
Second: Kasavan

Resolution: Approve the homeowner’s payment plan request of \$200.00 per month in addition to the regular monthly assessments.

Ayes: James, Walther, Kasavan, Sandacz, Whitfield  
Nays: None

**C. Acct. #145-5256 – Fee Waiver**

Motion: Sandacz  
Second: Kasavan

Resolution: That the soft charges in the amount of \$116.43 be waived, but the hard costs in the amount of \$50.00 will not be waived as they have been billed to and paid for by the Association.

Ayes: James, Walther, Kasavan, Sandacz, Whitfield  
Nays: None

**5. 3<sup>RD</sup> PARTY CONTRACTS**

*3<sup>rd</sup> party contract discussions should be limited to formation of contracts, contractor discipline or items that could result in legal action.*

**A. Wood Trim Replacement and Painting Project**

Justin Koch with Ross Construction was present at the meeting to review project bid breakdown. The Board and Ross Construction will look to hold a separate meeting to interview the bidders and ask additional questions as needed.

**B. Parking Patrol Contract Review – Patrol Masters**

Motion: James

Second: Kasavan

Resolution: To table this item until the next meeting for further review.

Ayes: James, Walther, Kasavan, Sandacz, Whitfield

Nays: None

**6. EXECUTIVE SESSION MINUTES APPROVAL**

Motion: James

Second: Kasavan

Resolution: That the Executive Session minutes dated January 26, 2021 be approved as presented.

Ayes: James, Sandacz, Kasavan

Nays: None

Abstentions: Walther, Whitfield

**7. ADJOURN TO GENERAL SESSION**

There being no further business to come before the board in Executive Session, the meeting was adjourned to General Session at 7:05 p.m. by Tom James.

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Approved Date

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Approval Signature

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Printed Name

**LAURELMONT COMMUNITY ASSOCIATION**  
**Board of Directors Meeting**  
**Tuesday, February 23, 2021 | Zoom**  
**General Session Minutes**

**1. CALL TO ORDER**

The General Session meeting of the Laurelmont Community Association Board of Directors was called to order at 7:07 p.m. by Tom James. In accordance with California Civil Code, the agenda was posted at least four days prior to the meeting.

**DIRECTORS PRESENT**

Tom James, President  
Mark Walther, Vice President  
Desmond Kasavan, Secretary  
Jessica Sandacz, Treasurer  
Patrick Whitfield, Director at Large

**DIRECTORS ABSENT**

None

**ASSOCIA-PCM**

Jessica Flicker, CCAM, CMCA, AMS, Community Association Manager

**2. EXECUTIVE SESSION DISCLOSURE**

*An Executive Session Meeting was held immediately preceding and following this General Session, where the Board of Directors discussed some, or all, of the items related to the following: (1) litigation or potential litigation; (2) matters relating to the formation of contracts with third parties; (3) member discipline; (4) member delinquency, including payment plan requests; (5) personnel matters; and/or (6) approval of Executive Session minutes.*

**3. BOARD MEMBER ORGANIZATION & COMMITTEE APPOINTMENTS**

**A. Board Member Organization**

Motion: Kasavan

Second: Walther

Resolution: That the following Board Member positions be approved:

President – Tom James

Vice President – Mark Walther

Secretary – Desmond Kasavan

Treasurer – Jessica Sandacz

Director at Large – Patrick Whitfield

Ayes: James, Walther, Kasavan, Sandacz, Whitfield

Nays: None

**B. Committee Member Appointment**

**1. Landscape**

Motion: James

Second: Kasavan

Resolution: To appoint Elissa Spiegel and Kathy Garrett to the landscape committee and Director James will also serve on the committee as the Board Liaison.

Ayes: James, Walther, Kasavan, Sandacz, Whitfield

Nays: None

**2. Newsletter/ Communication**

Motion: James

Second: Kasavan

Resolution: To appoint Elissa Spiegel to the newsletter/ communication committee and Director Walther will also serve on the committee as the Board Liaison.

Ayes: James, Walther, Kasavan, Sandacz, Whitfield

Nays: None

**4. HOMEOWNER FORUM:**

There were 12 homeowners present at the February 23, 2021 meeting to address the following items with the Board: Landscape, FTB status, financials, budget.

**5. REPORTS**

The following reports were reviewed and filed:

- A. Action List
- B. Work Order Report
- C. Financial Report – January 2021

**6. CONSENT CALENDAR**

**A. Financial Report – January 2021**

The notable highlights are as follows:

Operating Funds	(\$52,228.29)
Reserve Funds	\$3,333,063.19
Accounts Receivable	\$4,806.89
Prepaid Expenses	\$8,159.25
Other Current Assets	\$1,155.00
<b>Total Assets</b>	<b>(\$38,107.15)</b>
<b>Total Liabilities</b>	<b>\$937,220.14</b>
<b>Current Year Net Income or (Loss)</b>	<b>\$8,559.23</b>



Motion: Sandacz

Second: James

Resolution: That the January 2021 financial statements be accepted pending clarification subject to audit or review.

Ayes: James, Walther, Kasavan, Sandacz, Whitfield

Nays: None

**B. General Session Minutes – January 26, 2021**

Motion: James

Second: Kasavan

Resolution: That the General Session minutes dated January 26, 2021 be approved as presented.

Ayes: James, Sandacz, Kasavan

Nays: None

Abstentions: Walther, Whitfield

**C. Liens**

The following accounts are subject to lien recordation, per the current delinquency policy:

None

**7. OLD BUSINESS**

**A. Wood Trim Replacement and Painting Project Review**

Motion: James

Second: Kasavan

Resolution: to table this proposal until the next meeting pending further review.

Ayes: James, Walther, Kasavan, Sandacz, Whitfield

Nays: None

**B. Concrete Grinding & Replacement – Concrete Hazard Solutions**

Motion: Kasavan

Second: James

Resolution: to approve the removal and replacement of the concrete at 68 and 88 Willowood at a total cost of \$10,320.00 to be paid from reserves and to table the grinding and other removals and replacements until the next meeting.

Ayes: James, Sandacz, Kasavan

Nays: None

Abstentions: Walther, Whitfield

**C. Tree Removal Proposal**

Motion: James  
Second: Kasavan

Resolution: give Harvest a not to exceed \$1,295.00 to remove the Jacaranda tree at 68 Willowood due to the issues the roots are causing.

Ayes: James, Sandacz, Kasavan  
Nays: None  
Abstentions: Walther, Whitfield

**8. NEW BUSINESS**

**A. 2020 Audit and Tax Return Proposal – I, S, K, & M**

Motion: Sandacz  
Second: Kasavan

Resolution: to approve the proposal from Inouye, Shively, Klatt & McCorvey to complete the 2020 audit and tax returns at a total cost of \$1,300.00.

Ayes: James, Walther, Kasavan, Sandacz, Whitfield  
Nays: None

**B. Plumbing Repair Proposals**

Motion: Sandacz  
Second: Kasavan

Resolution: to approve the following proposals from James LeCourt Plumbing to be paid from the reserves:

Location	Description	Total
31 Primrose	Main Water Line Leak	\$4,900.00
69 Primrose	Main-line Back Up Repairs & Pipe Replacement	\$6,425.00

Ayes: James, Walther, Kasavan, Sandacz  
Nays: None  
Abstentions: Whitfield

**C. Roofing Repair Proposals**

Motion: James  
Second: Walther

Resolution: To approve or deny or modify the following proposals from Superior Roofing

Location	Description	Total	Motions
61 Pepperwood	Flat Roof Repair	\$1,650.00	Approved
46 Willowood	Shingle & Window Trim Repairs	\$8,550.00	Revised bid for flat roof repairs and to caulk and foam seal windows.

Ayes: James, Walther, Kasavan, Sandacz  
Nays: None  
Abstentions: Whitfield

**D. Interior Repair Proposal**

Motion: Sandacz  
Second: Whitfield

Resolution: To deny the following proposal for the interior repairs as it is a homeowner responsibility due to the bare walls policy in the CC&Rs:

Location	Description	Total
10 Willowood	Build Back Repairs Following Remediation	\$1,797.52

Ayes: James, Walther, Kasavan, Sandacz, Whitfield  
Nays: None

**E. Landscape Enhancements/ Renovation Proposals – Harvest Landscape**

Motion: Sandacz  
Second: James

Resolution: To approve or deny or modify the following proposals from Harvest Landscape:

Location	Description	Total	Motions
85 Primrose	Plant Material Installation	\$280.00	Approve
66 Willowood	Plant Material Installation	\$637.50	Deny

Ayes: James, Walther, Kasavan, Sandacz  
Nays: None  
Abstentions: Whitfield

**F. Architectural Application – Fence Installation – 29 Primrose**

Motion: Kasavan

Second: James

Resolution: to deny the application and ask the homeowner to provide a better detailed drawing and the specify the full height of the fence when completed.

Ayes: James, Walther, Kasavan, Sandacz

Nays: None

Abstentions: Whitfield

**9. REFERENCE MATERIAL (INFORMATIONAL ONLY)**

The following reference materials were reviewed and filed:

A. Annual Calendar

B. Site Map

**10. NEXT MEETING**

The next Meeting of the Laurelmont Community Association Board of Directors will be determined.

**11. ADJOURNMENT**

There being no further business to come before the board in General Session, the meeting was adjourned at 8:40 p.m. by Tom James.

\_\_\_\_\_  
Approved Date

\_\_\_\_\_  
Approval Signature

\_\_\_\_\_  
Printed Name

# Laurelmont Community Association

## Financial Statements

prepared for the Board of Directors

For the month and period ending:

February 28, 2021

Note:

The enclosed financial statement is unaudited and intended for the Association's internal use only.



**Balance Sheet Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**

As of February 28, 2021

	<u>Balance Feb 28, 2021</u>	<u>Balance Jan 31, 2021</u>	<u>Change</u>
<b><u>Assets</u></b>			
<b>Operating Funds</b>			
1000 - Union Bank Operating - 3754	296,204.21	83,045.54	213,158.67
1650 - Due To/From Reserves	(431,304.78)	(135,273.83)	(296,030.95)
<b>Total Operating Funds</b>	<b>(135,100.57)</b>	<b>(52,228.29)</b>	<b>(82,872.28)</b>
<b>Accounts Receivable</b>			
1500 - Residential Assessments Receivable	17,446.75	16,907.26	539.49
1530 - Allowance for Doubtful accounts	(12,100.37)	(12,100.37)	0.00
<b>Total Accounts Receivable</b>	<b>5,346.38</b>	<b>4,806.89</b>	<b>539.49</b>
<b>Prepaid Expenses</b>			
1600 - Prepaid Insurance	4,066.87	8,133.70	(4,066.83)
1640 - Other Prepaid Expenses	25.55	25.55	0.00
<b>Total Prepaid Expenses</b>	<b>4,092.42</b>	<b>8,159.25</b>	<b>(4,066.83)</b>
<b>Other Current Assets</b>			
1799 - Clearing/Suspense Account	1,155.00	1,155.00	0.00
<b>Total Other Current Assets</b>	<b>1,155.00</b>	<b>1,155.00</b>	<b>0.00</b>
<b>Total Assets</b>	<b>(124,506.77)</b>	<b>(38,107.15)</b>	<b>(86,399.62)</b>
<b><u>Liabilities</u></b>			
<b>Accounts Payable</b>			
2010 - Delinquency Fee Payable	1,415.00	1,540.00	(125.00)
2060 - Insurance Payable	3,827.06	6,531.72	(2,704.66)
<b>Total Accounts Payable</b>	<b>5,242.06</b>	<b>8,071.72</b>	<b>(2,829.66)</b>

**Balance Sheet Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**

As of February 28, 2021

	<u>Balance Feb 28, 2021</u>	<u>Balance Jan 31, 2021</u>	<u>Change</u>
<b><u>Liabilities</u></b>			
<b>State &amp; Federal Tax Payable</b>			
2200 - Federal Tax Payable	4,409.00	4,409.00	0.00
2205 - FrancxhiseTax Payable	1,480.00	1,480.00	0.00
<b>Total State &amp; Federal Tax Payable</b>	<b>5,889.00</b>	<b>5,889.00</b>	<b>0.00</b>
<b>Accrued Expenses</b>			
2395 - Other Accrued Expenses	88.75	13,978.00	(13,889.25)
<b>Total Accrued Expenses</b>	<b>88.75</b>	<b>13,978.00</b>	<b>(13,889.25)</b>
<b>Prepaid Assessments</b>			
2550 - Prepaid Assessments	5,366.63	29,262.64	(23,896.01)
<b>Total Prepaid Assessments</b>	<b>5,366.63</b>	<b>29,262.64</b>	<b>(23,896.01)</b>
<b>Notes Payable - Long term</b>			
2800 - Pacific Premier - Repipe Project Loan	869,332.66	877,314.12	(7,981.46)
<b>Total Notes Payable - Long term</b>	<b>869,332.66</b>	<b>877,314.12</b>	<b>(7,981.46)</b>
<b>Total Liabilities</b>	<b>885,919.10</b>	<b>934,515.48</b>	<b>(48,596.38)</b>
<b><u>Owners' Equity</u></b>			
<b>Owners Equity - Prior Years</b>			
3000 - Owners Equity - Prior Years	(984,054.36)	(984,054.36)	0.00

**Balance Sheet Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**

As of February 28, 2021

	<u>Balance</u> <u>Feb 28, 2021</u>	<u>Balance</u> <u>Jan 31, 2021</u>	<u>Change</u>
<b><u>Owners' Equity</u></b>			
<b>Owners Equity - Prior Years</b>			
3005 - Equity Adjustments - Prior Periods	167.84	167.84	0.00
<b>Total Owners Equity - Prior Years</b>	<u>(983,886.52)</u>	<u>(983,886.52)</u>	<u>0.00</u>
<b>Total Owners' Equity</b>	<u>(983,886.52)</u>	<u>(983,886.52)</u>	<u>0.00</u>
<b>Laurelmont Community Assoc. Income / (Los</b>	<u>(26,539.35)</u>	<u>11,263.89</u>	<u>(37,803.24)</u>
<b>Total Liabilities and Owner Equity</b>	<u><u>(124,506.77)</u></u>	<u><u>(38,107.15)</u></u>	<u><u>(86,399.62)</u></u>



**Balance Sheet Report**  
**Laurelmont Community Association**  
**Reserves**

As of February 28, 2021

	<u>Balance Feb 28, 2021</u>	<u>Balance Jan 31, 2021</u>	<u>Change</u>
<b><u>Assets</u></b>			
<b>Reserve Funds</b>			
1300 - Union Bank MM - 2362	1,372,014.30	1,371,488.17	526.13
1326 - Morgan Stanley MM - 2628	1,570,282.32	1,826,301.19	(256,018.87)
1651 - Due To/From Operating	431,304.78	135,273.83	296,030.95
<b>Total Reserve Funds</b>	<b><u>3,373,601.40</u></b>	<b><u>3,333,063.19</u></b>	<b><u>40,538.21</u></b>
<b>Total Assets</b>	<b><u>3,373,601.40</u></b>	<b><u>3,333,063.19</u></b>	<b><u>40,538.21</u></b>
<b><u>Owners' Equity</u></b>			
<b>Capital Reserves</b>			
3136 - Contingency Reserves	91,390.32	91,390.32	0.00
3138 - Cooling System Reserves	18,758.17	18,758.17	0.00
3146 - Doors Reserves	64,338.38	64,338.38	0.00
3154 - Fences, Gates/Walls Reserves	376,440.87	376,440.87	0.00
3170 - Gas Lines Reserves	152,217.50	152,217.50	0.00
3182 - Tree Reserves	40,048.27	40,048.27	0.00
3188 - Interest Reserves	52,280.04	52,280.04	0.00
3190 - Irrigation Reserves	55,413.33	55,413.33	0.00
3192 - Landscape Reserves	7,781.34	7,781.34	0.00
3198 - Lighting Reserves	12,926.32	12,926.32	0.00
3206 - Mailbox Reserves	23,402.05	23,402.05	0.00
3218 - Painting Reserves	407,252.50	407,252.50	0.00
3222 - Termite Reserves	33,938.57	33,938.57	0.00
3224 - Plumbing Reserves	112,398.96	112,398.96	0.00
3228 - Pools & Spas Reserves	84,824.13	84,824.13	0.00
3240 - Roof Reserves	1,354,864.40	1,354,864.40	0.00
3248 - Siding/Wood Replacement	189,534.24	189,534.24	0.00

**Balance Sheet Report**  
**Laurelmont Community Association**  
**Reserves**

As of February 28, 2021

	<u>Balance Feb 28, 2021</u>	<u>Balance Jan 31, 2021</u>	<u>Change</u>
<b><u>Owners' Equity</u></b>			
<b>Capital Reserves</b>			
3250 - Signs Reserves	4,853.56	4,853.56	0.00
3256 - Street Reserves	217,292.44	217,292.44	0.00
3260 - Tax Reserves	(7,451.00)	(7,451.00)	0.00
<b>Total Capital Reserves</b>	<u>3,292,504.39</u>	<u>3,292,504.39</u>	<u>0.00</u>
<b>Total Owners' Equity</b>	<u>3,292,504.39</u>	<u>3,292,504.39</u>	<u>0.00</u>
<b>Reserves Income / (Loss)</b>	<u>81,097.01</u>	<u>40,558.80</u>	<u>40,538.21</u>
<b>Total Liabilities and Owner Equity</b>	<u><u>3,373,601.40</u></u>	<u><u>3,333,063.19</u></u>	<u><u>40,538.21</u></u>

**Income Statement Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**  
February 01, 2021 thru February 28, 2021

	Current Period			Year to Date (2 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Income</b>								
<b>Assessment Income</b>								
4000 - Residential Assessments	94,530.45	94,531.00	(0.55)	189,060.90	189,061.00	(0.10)	1,134,365.40	945,304.50
<b>Total Assessment Income</b>	<b>94,530.45</b>	<b>94,531.00</b>	<b>(0.55)</b>	<b>189,060.90</b>	<b>189,061.00</b>	<b>(0.10)</b>	<b>1,134,365.40</b>	<b>945,304.50</b>
<b>Collections Income</b>								
4710 - Late Fees & Interest	(330.94)	0.00	(330.94)	59.24	0.00	59.24	0.00	(59.24)
<b>Total Collections Income</b>	<b>(330.94)</b>	<b>0.00</b>	<b>(330.94)</b>	<b>59.24</b>	<b>0.00</b>	<b>59.24</b>	<b>0.00</b>	<b>(59.24)</b>
<b>Other Income</b>								
4810 - Compliance Fines	250.00	0.00	250.00	250.00	0.00	250.00	0.00	(250.00)
<b>Total Other Income</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.00</b>	<b>(250.00)</b>
<b>Total Laurelmont Community Assoc. Incon</b>	<b>94,449.51</b>	<b>94,531.00</b>	<b>(81.49)</b>	<b>189,370.14</b>	<b>189,061.00</b>	<b>309.14</b>	<b>1,134,365.40</b>	<b>944,995.26</b>
<b>Expense</b>								
<b>Administrative</b>								
5000 - General Administrative	375.00	0.00	375.00	375.00	0.00	375.00	0.00	(375.00)
5010 - Bad Debt	0.00	234.00	(234.00)	0.00	467.00	(467.00)	2,800.00	2,800.00
5060 - Interest Incurred - Repipe Project	4,215.49	4,166.00	49.49	8,469.15	8,333.00	136.15	50,000.00	41,530.85
5090 - Office Supplies	1,497.23	0.00	1,497.23	1,497.23	0.00	1,497.23	0.00	(1,497.23)
5100 - Records Storage	2,484.20	0.00	2,484.20	2,484.20	0.00	2,484.20	0.00	(2,484.20)
5105 - Reserve Studies	0.00	107.00	(107.00)	0.00	213.00	(213.00)	1,275.00	1,275.00
5195 - Other Administrative Services	120.00	416.00	(296.00)	345.17	833.00	(487.83)	5,000.00	4,654.83
<b>Total Administrative</b>	<b>8,691.92</b>	<b>4,923.00</b>	<b>3,768.92</b>	<b>13,170.75</b>	<b>9,846.00</b>	<b>3,324.75</b>	<b>59,075.00</b>	<b>45,904.25</b>
<b>Communications</b>								
5210 - Printing & Copying	236.85	834.00	(597.15)	236.85	1,667.00	(1,430.15)	10,000.00	9,763.15
5215 - Postage	41.67	25.00	16.67	41.67	50.00	(8.33)	300.00	258.33
<b>Total Communications</b>	<b>278.52</b>	<b>859.00</b>	<b>(580.48)</b>	<b>278.52</b>	<b>1,717.00</b>	<b>(1,438.48)</b>	<b>10,300.00</b>	<b>10,021.48</b>
<b>Insurance</b>								
5400 - Insurance Premiums	2,794.50	3,982.00	(1,187.50)	5,589.00	7,963.00	(2,374.00)	47,775.00	42,186.00

**Income Statement Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**  
February 01, 2021 thru February 28, 2021

	Current Period			Year to Date (2 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Expense</b>								
<b>Insurance</b>								
5425 - Earthquake Insurance Premiums	1,272.33	1,225.00	47.33	2,544.66	2,450.00	94.66	14,700.00	12,155.34
<b>Total Insurance</b>	<b>4,066.83</b>	<b>5,207.00</b>	<b>(1,140.17)</b>	<b>8,133.66</b>	<b>10,413.00</b>	<b>(2,279.34)</b>	<b>62,475.00</b>	<b>54,341.34</b>
<b>Utilities</b>								
6000 - Electric Service	1,449.25	1,500.00	(50.75)	1,793.69	3,000.00	(1,206.31)	18,000.00	16,206.31
6005 - Gas Service	10.44	541.00	(530.56)	16.36	1,083.00	(1,066.64)	6,500.00	6,483.64
6025 - Water Service	1,562.30	3,098.00	(1,535.70)	1,668.31	6,197.00	(4,528.69)	37,183.00	35,514.69
<b>Total Utilities</b>	<b>3,021.99</b>	<b>5,139.00</b>	<b>(2,117.01)</b>	<b>3,478.36</b>	<b>10,280.00</b>	<b>(6,801.64)</b>	<b>61,683.00</b>	<b>58,204.64</b>
<b>Landscaping</b>								
6100 - Grounds & Landscaping - Contract	12,470.40	12,471.00	(0.60)	24,940.40	24,941.00	(0.60)	149,644.80	124,704.40
6110 - Landscape Repair & Maintenance	0.00	416.00	(416.00)	0.00	833.00	(833.00)	5,000.00	5,000.00
6160 - Tree Maintenance	0.00	1,414.00	(1,414.00)	0.00	2,828.00	(2,828.00)	16,965.00	16,965.00
6199 - Landscape Other	0.00	449.00	(449.00)	0.00	897.00	(897.00)	5,379.35	5,379.35
6200 - Irrigation Repair & Maintenance	0.00	416.00	(416.00)	0.00	833.00	(833.00)	5,000.00	5,000.00
6310 - Backflow Device Inspection	0.00	41.00	(41.00)	0.00	83.00	(83.00)	500.00	500.00
<b>Total Landscaping</b>	<b>12,470.40</b>	<b>15,207.00</b>	<b>(2,736.60)</b>	<b>24,940.40</b>	<b>30,415.00</b>	<b>(5,474.60)</b>	<b>182,489.15</b>	<b>157,548.75</b>
<b>Property Protection</b>								
6440 - Property Protection	0.00	718.00	(718.00)	0.00	1,436.00	(1,436.00)	8,616.48	8,616.48
<b>Total Property Protection</b>	<b>0.00</b>	<b>718.00</b>	<b>(718.00)</b>	<b>0.00</b>	<b>1,436.00</b>	<b>(1,436.00)</b>	<b>8,616.48</b>	<b>8,616.48</b>
<b>Operations</b>								
6300 - Permits & Licenses	0.00	50.00	(50.00)	0.00	100.00	(100.00)	600.00	600.00
<b>Total Operations</b>	<b>0.00</b>	<b>50.00</b>	<b>(50.00)</b>	<b>0.00</b>	<b>100.00</b>	<b>(100.00)</b>	<b>600.00</b>	<b>600.00</b>
<b>Contracted Services</b>								
6430 - Janitorial Services	305.00	446.00	(141.00)	915.00	893.00	22.00	5,360.00	4,445.00
6434 - Pest Control	75.00	890.00	(815.00)	604.00	1,780.00	(1,176.00)	10,680.00	10,076.00
6438 - Pool Management	450.00	575.00	(125.00)	900.00	1,150.00	(250.00)	6,900.00	6,000.00
<b>Total Contracted Services</b>	<b>830.00</b>	<b>1,911.00</b>	<b>(1,081.00)</b>	<b>2,419.00</b>	<b>3,823.00</b>	<b>(1,404.00)</b>	<b>22,940.00</b>	<b>20,521.00</b>

**Income Statement Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**  
February 01, 2021 thru February 28, 2021

	Current Period			Year to Date (2 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Expense</b>								
<b>Repair &amp; Maintenance</b>								
6515 - Building Repair & Maintenance	0.00	834.00	(834.00)	3,239.88	1,667.00	1,572.88	10,000.00	6,760.12
6530 - Common Areas - Repipe project	0.00	8,341.00	(8,341.00)	0.00	16,683.00	(16,683.00)	100,099.85	100,099.85
6545 - Electrical Supplies/Repair & Maintena	0.00	235.00	(235.00)	0.00	470.00	(470.00)	2,822.00	2,822.00
6595 - Gate & Monument Repair & Maintena	0.00	459.00	(459.00)	2,224.00	917.00	1,307.00	5,500.00	3,276.00
6600 - General Repair & Maintenance	1,200.00	1,250.00	(50.00)	2,950.40	2,500.00	450.40	15,000.00	12,049.60
6635 - Janitorial Supplies & Maintenance	17.61	125.00	(107.39)	460.87	250.00	210.87	1,500.00	1,039.13
6695 - Plumbing Supplies/Repair & Maintena	14,087.50	1,689.00	12,398.50	15,075.00	3,379.00	11,696.00	20,276.92	5,201.92
6700 - Pool Supplies/Repair & Maintenance	1,499.25	541.00	958.25	1,499.25	1,083.00	416.25	6,500.00	5,000.75
6702 - Pool Chemicals	5,166.00	84.00	5,082.00	5,166.00	167.00	4,999.00	1,000.00	(4,166.00)
6725 - Roof Repair & Maintenance	36,347.50	2,754.00	33,593.50	45,270.19	5,508.00	39,762.19	33,048.00	(12,222.19)
6795 - Other Supplies/Repair & Maintenance	0.00	834.00	(834.00)	0.00	1,667.00	(1,667.00)	10,000.00	10,000.00
<b>Total Repair &amp; Maintenance</b>	<b>58,317.86</b>	<b>17,146.00</b>	<b>41,171.86</b>	<b>75,885.59</b>	<b>34,291.00</b>	<b>41,594.59</b>	<b>205,746.77</b>	<b>129,861.18</b>
<b>Professional Services</b>								
7000 - Audit & Tax Services	0.00	100.00	(100.00)	0.00	200.00	(200.00)	1,200.00	1,200.00
7030 - Legal Services - General Counsel	0.00	500.00	(500.00)	976.35	1,000.00	(23.65)	6,000.00	5,023.65
7040 - Management Fees	2,769.67	2,770.00	(0.33)	5,539.34	5,540.00	(0.66)	33,240.00	27,700.66
7095 - Other Professional Services	1,471.98	0.00	1,471.98	753.94	0.00	753.94	0.00	(753.94)
<b>Total Professional Services</b>	<b>4,241.65</b>	<b>3,370.00</b>	<b>871.65</b>	<b>7,269.63</b>	<b>6,740.00</b>	<b>529.63</b>	<b>40,440.00</b>	<b>33,170.37</b>
<b>Taxes</b>								
9005 - State Income Tax	333.58	0.00	333.58	333.58	0.00	333.58	0.00	(333.58)
<b>Total Taxes</b>	<b>333.58</b>	<b>0.00</b>	<b>333.58</b>	<b>333.58</b>	<b>0.00</b>	<b>333.58</b>	<b>0.00</b>	<b>(333.58)</b>

**Income Statement Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**  
February 01, 2021 thru February 28, 2021

	Current Period			Year to Date (2 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Expense</b>								
<b>Reserves</b>								
9105 - Reserve Contribution Expense	40,000.00	40,000.00	0.00	80,000.00	80,000.00	0.00	480,000.00	400,000.00
<b>Total Reserves</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>0.00</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>0.00</b>	<b>480,000.00</b>	<b>400,000.00</b>
<b>Total Laurelmont Community Assoc. Expense</b>	<b>132,252.75</b>	<b>94,530.00</b>	<b>37,722.75</b>	<b>215,909.49</b>	<b>189,061.00</b>	<b>26,848.49</b>	<b>1,134,365.40</b>	<b>918,455.91</b>
<b>Total Laurelmont Community Assoc. Income</b>	<b>(37,803.24)</b>	<b>1.00</b>	<b>(37,804.24)</b>	<b>(26,539.35)</b>	<b>0.00</b>	<b>(26,539.35)</b>	<b>0.00</b>	<b>26,539.35</b>

# Income Statement Report Laurelmont Community Association Reserves

February 01, 2021 thru February 28, 2021

	Current Period			Year to Date (2 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Income</b>								
<b>Investment Income</b>								
4905 - Reserve Contribution Income	40,000.00	40,000.00	0.00	80,000.00	80,000.00	0.00	480,000.00	400,000.00
4910 - Interest Earned - Reserve Accounts	538.21	0.00	538.21	1,097.01	0.00	1,097.01	0.00	(1,097.01)
<b>Total Investment Income</b>	<b>40,538.21</b>	<b>40,000.00</b>	<b>538.21</b>	<b>81,097.01</b>	<b>80,000.00</b>	<b>1,097.01</b>	<b>480,000.00</b>	<b>398,902.99</b>
<b>Total Reserves Income</b>	<b>40,538.21</b>	<b>40,000.00</b>	<b>538.21</b>	<b>81,097.01</b>	<b>80,000.00</b>	<b>1,097.01</b>	<b>480,000.00</b>	<b>398,902.99</b>
<b>Expense</b>								
<b>Reserves</b>								
9834 - Contingency Reserve	0.00	1,165.00	(1,165.00)	0.00	2,330.00	(2,330.00)	13,980.60	13,980.60
9844 - Doors Reserve	0.00	2,970.00	(2,970.00)	0.00	5,939.00	(5,939.00)	35,632.08	35,632.08
9852 - Fences, Gates & Walls Reserve	0.00	7,894.00	(7,894.00)	0.00	15,788.00	(15,788.00)	94,725.60	94,725.60
9868 - Gas Lines Reserve	0.00	1,545.00	(1,545.00)	0.00	3,090.00	(3,090.00)	18,537.00	18,537.00
9884 - Irrigation Reserve	0.00	376.00	(376.00)	0.00	752.00	(752.00)	4,510.68	4,510.68
9886 - Landscape Reserve	0.00	647.00	(647.00)	0.00	1,295.00	(1,295.00)	7,771.80	7,771.80
9892 - Lighting Reserve	0.00	281.00	(281.00)	0.00	562.00	(562.00)	3,374.64	3,374.64
9902 - Mailbox Reserve	0.00	298.00	(298.00)	0.00	596.00	(596.00)	3,575.16	3,575.16
9914 - Painting Reserve	0.00	4,139.00	(4,139.00)	0.00	8,279.00	(8,279.00)	49,675.20	49,675.20
9918 - Pest Control Reserve	0.00	935.00	(935.00)	0.00	1,869.00	(1,869.00)	11,212.56	11,212.56
9920 - Plumbing Reserve	0.00	1,545.00	(1,545.00)	0.00	3,090.00	(3,090.00)	18,537.00	18,537.00
9924 - Pools & Spas Reserve	0.00	1,477.00	(1,477.00)	0.00	2,955.00	(2,955.00)	17,730.48	17,730.48
9936 - Roof Reserve	0.00	10,315.00	(10,315.00)	0.00	20,630.00	(20,630.00)	123,779.64	123,779.64
9944 - Siding/Wood Replacement Reserve	0.00	1,854.00	(1,854.00)	0.00	3,708.00	(3,708.00)	22,249.20	22,249.20
9946 - Signs Reserve	0.00	75.00	(75.00)	0.00	149.00	(149.00)	891.24	891.24

**Income Statement Report**  
**Laurelmont Community Association**  
**Reserves**

February 01, 2021 thru February 28, 2021

	Current Period			Year to Date (2 months)			Annual Budget	Budget Remaining
	Actual	Budget	Variance	Actual	Budget	Variance		
<b>Expense</b>								
<b>Reserves</b>								
9952 - Street Reserve	0.00	4,485.00	(4,485.00)	0.00	8,970.00	(8,970.00)	53,817.12	53,817.12
<b>Total Reserves</b>	<b>0.00</b>	<b>40,001.00</b>	<b>(40,001.00)</b>	<b>0.00</b>	<b>80,002.00</b>	<b>(80,002.00)</b>	<b>480,000.00</b>	<b>480,000.00</b>
<b>Total Reserves Expense</b>	<b>0.00</b>	<b>40,001.00</b>	<b>(40,001.00)</b>	<b>0.00</b>	<b>80,002.00</b>	<b>(80,002.00)</b>	<b>480,000.00</b>	<b>480,000.00</b>
<b>Total Reserves Income / (Loss)</b>	<b>40,538.21</b>	<b>(1.00)</b>	<b>40,539.21</b>	<b>81,097.01</b>	<b>(2.00)</b>	<b>81,099.01</b>	<b>0.00</b>	<b>(81,097.01)</b>
<b>Total Association Net Income / (Loss)</b>	<b>2,734.97</b>	<b>0.00</b>	<b>2,734.97</b>	<b>54,557.66</b>	<b>(2.00)</b>	<b>54,559.66</b>	<b>0.00</b>	<b>(54,557.66)</b>



**Income and Expense Projection Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**  
As of February 28, 2021

Account Description	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Full Year Projected	Total Budget
<b>Assessment Income</b>														
4000 - Residential Assessments	94,530	94,530	94,530	94,531	94,530	94,531	94,530	94,531	94,530	94,531	94,530	94,530	1,134,365	1,134,365
<b>Total Assessment Income</b>	<b>94,530</b>	<b>94,530</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,530</b>	<b>1,134,365</b>	<b>1,134,365</b>
<b>Collections Income</b>														
4710 - Late Fees & Interest	390	(331)	0	0	0	0	0	0	0	0	0	0	59	0
<b>Total Collections Income</b>	<b>390</b>	<b>(331)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>59</b>	<b>0</b>
<b>Other Income</b>														
4810 - Compliance Fines	0	250	0	0	0	0	0	0	0	0	0	0	250	0
<b>Total Other Income</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>0</b>
<b>Total Income</b>	<b>94,921</b>	<b>94,450</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,530</b>	<b>1,134,675</b>	<b>1,134,365</b>
<b>Administrative</b>														
5000 - General Administrative	0	375	0	0	0	0	0	0	0	0	0	0	375	0
5010 - Bad Debt	0	0	233	233	234	233	233	234	233	233	234	233	2,333	2,800
5060 - Interest Incurred - Repipe Project	4,254	4,215	4,167	4,167	4,166	4,167	4,167	4,166	4,167	4,167	4,166	4,167	50,136	50,000
5090 - Office Supplies	0	1,497	0	0	0	0	0	0	0	0	0	0	1,497	0
5100 - Records Storage	0	2,484	0	0	0	0	0	0	0	0	0	0	2,484	0
5105 - Reserve Studies	0	0	106	106	106	107	106	106	106	107	106	106	1,062	1,275
5195 - Other Administrative Services	225	120	417	417	416	417	417	416	417	417	416	417	4,512	5,000
<b>Total Administrative</b>	<b>4,479</b>	<b>8,692</b>	<b>4,923</b>	<b>4,923</b>	<b>4,922</b>	<b>4,924</b>	<b>4,923</b>	<b>4,922</b>	<b>4,923</b>	<b>4,924</b>	<b>4,922</b>	<b>4,923</b>	<b>62,400</b>	<b>59,075</b>
<b>Communications</b>														
5210 - Printing & Copying	0	237	833	833	834	833	833	834	833	833	834	833	8,570	10,000
5215 - Postage	0	42	25	25	25	25	25	25	25	25	25	25	292	300
<b>Total Communications</b>	<b>0</b>	<b>279</b>	<b>858</b>	<b>858</b>	<b>859</b>	<b>858</b>	<b>858</b>	<b>859</b>	<b>858</b>	<b>858</b>	<b>859</b>	<b>858</b>	<b>8,862</b>	<b>10,300</b>
<b>Insurance</b>														
5400 - Insurance Premiums	2,795	2,795	3,981	3,981	3,981	3,982	3,981	3,981	3,981	3,982	3,981	3,981	45,401	47,775
5425 - Earthquake Insurance Premiums	1,272	1,272	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	14,795	14,700
<b>Total Insurance</b>	<b>4,067</b>	<b>4,067</b>	<b>5,206</b>	<b>5,206</b>	<b>5,206</b>	<b>5,207</b>	<b>5,206</b>	<b>5,206</b>	<b>5,206</b>	<b>5,207</b>	<b>5,206</b>	<b>5,206</b>	<b>60,196</b>	<b>62,475</b>

**Income and Expense Projection Report**  
**Laurelmont Community Association**  
**Laurelmont Community Assoc.**  
As of February 28, 2021

Account Description	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Full Year Projected	Total Budget
<b>Utilities</b>														
6000 - Electric Service	344	1,449	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	16,794	18,000
6005 - Gas Service	6	10	542	542	541	542	542	541	542	542	541	542	5,433	6,500
6025 - Water Service	106	1,562	3,099	3,098	3,099	3,099	3,098	3,099	3,098	3,099	3,098	3,099	32,654	37,183
<b>Total Utilities</b>	<b>456</b>	<b>3,022</b>	5,141	5,140	5,140	5,141	5,140	5,140	5,140	5,141	5,139	5,141	<b>54,881</b>	61,683
<b>Landscaping</b>														
6100 - Grounds & Landscaping - Contract	12,470	12,470	12,470	12,471	12,470	12,470	12,471	12,470	12,471	12,470	12,470	12,471	149,644	149,645
6110 - Landscape Repair & Maintenance	0	0	417	417	416	417	417	416	417	417	416	417	4,167	5,000
6160 - Tree Maintenance	0	0	1,413	1,414	1,414	1,414	1,413	1,414	1,414	1,414	1,413	1,414	14,137	16,965
6199 - Landscape Other	0	0	448	448	448	449	448	448	449	448	448	448	4,482	5,379
6200 - Irrigation Repair & Maintenance	0	0	417	417	416	417	417	416	417	417	416	417	4,167	5,000
6310 - Backflow Device Inspection	0	0	42	42	41	42	42	41	42	42	41	42	417	500
<b>Total Landscaping</b>	<b>12,470</b>	<b>12,470</b>	15,207	15,209	15,205	15,209	15,208	15,205	15,210	15,208	15,204	15,209	<b>177,015</b>	182,489
<b>Property Protection</b>														
6440 - Property Protection	0	0	718	718	718	718	718	718	718	718	718	718	7,180	8,616
<b>Total Property Protection</b>	<b>0</b>	<b>0</b>	718	718	718	718	718	718	718	718	718	718	<b>7,180</b>	8,616
<b>Operations</b>														
6300 - Permits & Licenses	0	0	50	50	50	50	50	50	50	50	50	50	500	600
<b>Total Operations</b>	<b>0</b>	<b>0</b>	50	50	50	50	50	50	50	50	50	50	<b>500</b>	600
<b>Contracted Services</b>														
6430 - Janitorial Services	610	305	447	447	446	447	447	446	447	447	446	447	5,382	5,360
6434 - Pest Control	529	75	890	890	890	890	890	890	890	890	890	890	9,504	10,680
6438 - Pool Management	450	450	575	575	575	575	575	575	575	575	575	575	6,650	6,900
<b>Total Contracted Services</b>	<b>1,589</b>	<b>830</b>	1,912	1,912	1,911	1,912	1,912	1,911	1,912	1,912	1,911	1,912	<b>21,536</b>	22,940
<b>Repair &amp; Maintenance</b>														
6515 - Building Repair & Maintenance	3,240	0	833	833	834	833	833	834	833	833	834	833	11,573	10,000
6530 - Common Areas - Repipe project	0	0	8,342	8,342	8,341	8,342	8,342	8,341	8,342	8,342	8,341	8,342	83,417	100,100
6545 - Electrical Supplies/Repair & Maintainer	0	0	236	235	235	235	235	235	236	235	235	235	2,352	2,822

# Income and Expense Projection Report

## Laurelmont Community Association

### Laurelmont Community Assoc.

As of February 28, 2021

Account Description	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Full Year Projected	Total Budget
<b>Repair &amp; Maintenance</b>														
6595 - Gate & Monument Repair & Mainte	2,224	0	458	458	459	458	458	459	458	458	459	458	6,807	5,500
6600 - General Repair & Maintenance	1,750	1,200	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,450	15,000
6635 - Janitorial Supplies & Maintenance	443	18	125	125	125	125	125	125	125	125	125	125	1,711	1,500
6695 - Plumbing Supplies/Repair & Mainte	988	14,088	1,690	1,690	1,690	1,689	1,690	1,690	1,690	1,689	1,690	1,690	31,973	20,277
6700 - Pool Supplies/Repair & Maintenance	0	1,499	542	542	541	542	542	541	542	542	541	542	6,916	6,500
6702 - Pool Chemicals	0	5,166	83	83	84	83	83	84	83	83	84	83	5,999	1,000
6725 - Roof Repair & Maintenance	8,923	36,348	2,754	2,754	2,754	2,754	2,754	2,754	2,754	2,754	2,754	2,754	72,810	33,048
6795 - Other Supplies/Repair & Maintenance	0	0	833	833	834	833	833	834	833	833	834	833	8,333	10,000
<b>Total Repair &amp; Maintenance</b>	<b>17,568</b>	<b>58,318</b>	<b>17,146</b>	<b>17,145</b>	<b>17,147</b>	<b>17,144</b>	<b>17,145</b>	<b>17,147</b>	<b>17,146</b>	<b>17,144</b>	<b>17,147</b>	<b>17,145</b>	<b>247,341</b>	<b>205,747</b>
<b>Professional Services</b>														
7000 - Audit & Tax Services	0	0	100	100	100	100	100	100	100	100	100	100	1,000	1,200
7030 - Legal Services - General Counsel	976	0	500	500	500	500	500	500	500	500	500	500	5,976	6,000
7040 - Management Fees	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	33,239	33,240
7095 - Other Professional Services	(718)	1,472	0	0	0	0	0	0	0	0	0	0	754	0
<b>Total Professional Services</b>	<b>3,028</b>	<b>4,242</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>3,370</b>	<b>40,970</b>	<b>40,440</b>
<b>Taxes</b>														
9005 - State Income Tax	0	334	0	0	0	0	0	0	0	0	0	0	334	0
<b>Total Taxes</b>	<b>0</b>	<b>334</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>334</b>	<b>0</b>
<b>Reserves</b>														
9105 - Reserve Contribution Expense	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	480,000	480,000
<b>Total Reserves</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>480,000</b>	<b>480,000</b>
<b>Total Expense</b>	<b>83,657</b>	<b>132,253</b>	<b>94,531</b>	<b>94,531</b>	<b>94,528</b>	<b>94,533</b>	<b>94,530</b>	<b>94,528</b>	<b>94,533</b>	<b>94,532</b>	<b>94,526</b>	<b>94,532</b>	<b>1,161,214</b>	<b>1,134,365</b>
<b>Total Laurelmont Community Assoc.</b>	<b>11,264</b>	<b>(37,803)</b>	<b>(1)</b>	<b>0</b>	<b>2</b>	<b>(2)</b>	<b>0</b>	<b>3</b>	<b>(3)</b>	<b>(1)</b>	<b>4</b>	<b>(2)</b>	<b>(26,539)</b>	<b>(0)</b>

# Income and Expense Projection Report Laurelmont Community Association Reserves

As of February 28, 2021

Account Description	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Full Year Projected	Total Budget
<b>Investment Income</b>														
4905 - Reserve Contribution Income	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	480,000	480,000
4910 - Interest Earned - Reserve Accounts	559	538	0	0	0	0	0	0	0	0	0	0	1,097	0
<b>Total Investment Income</b>	<b>40,559</b>	<b>40,538</b>	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	<b>481,097</b>	480,000
<b>Total Income</b>	<b>40,559</b>	<b>40,538</b>	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	<b>481,097</b>	480,000
<b>Reserves</b>														
9834 - Contingency Reserve	0	0	1,165	1,165	1,165	1,165	1,165	1,165	1,165	1,166	1,165	1,165	11,651	13,981
9844 - Doors Reserve	0	0	2,969	2,969	2,970	2,969	2,969	2,970	2,969	2,969	2,970	2,969	29,693	35,632
9852 - Fences, Gates & Walls Reserve	0	0	7,893	7,894	7,894	7,894	7,894	7,893	7,894	7,894	7,894	7,894	78,938	94,726
9868 - Gas Lines Reserve	0	0	1,544	1,545	1,545	1,545	1,544	1,545	1,545	1,545	1,544	1,545	15,447	18,537
9884 - Irrigation Reserve	0	0	376	376	375	376	376	376	376	376	376	376	3,759	4,511
9886 - Landscape Reserve	0	0	648	648	647	648	648	647	648	648	647	648	6,477	7,772
9892 - Lighting Reserve	0	0	282	281	281	281	282	281	281	281	281	282	2,813	3,375
9902 - Mailbox Reserve	0	0	298	298	298	298	298	297	298	298	298	298	2,979	3,575
9914 - Painting Reserve	0	0	4,140	4,139	4,140	4,140	4,139	4,140	4,139	4,140	4,140	4,139	41,396	49,675
9918 - Pest Control Reserve	0	0	934	935	934	934	935	934	934	935	934	935	9,344	11,213
9920 - Plumbing Reserve	0	0	1,544	1,545	1,545	1,545	1,544	1,545	1,545	1,545	1,544	1,545	15,447	18,537
9924 - Pools & Spas Reserve	0	0	1,478	1,477	1,478	1,477	1,478	1,477	1,478	1,477	1,478	1,477	14,775	17,730
9936 - Roof Reserve	0	0	10,315	10,315	10,315	10,315	10,315	10,315	10,315	10,315	10,315	10,315	103,150	123,780
9944 - Siding/Wood Replacement Reserve	0	0	1,854	1,854	1,855	1,854	1,854	1,854	1,854	1,854	1,854	1,854	18,541	22,249
9946 - Signs Reserve	0	0	74	74	74	75	74	74	74	75	74	74	742	891
9952 - Street Reserve	0	0	4,484	4,485	4,485	4,485	4,484	4,485	4,485	4,485	4,484	4,485	44,847	53,817
<b>Total Reserves</b>	<b>0</b>	<b>0</b>	39,998	40,000	40,001	40,001	39,999	39,998	40,000	40,003	39,998	40,000	<b>399,998</b>	480,000
<b>Total Expense</b>	<b>0</b>	<b>0</b>	39,998	40,000	40,001	40,001	39,999	39,998	40,000	40,003	39,998	40,000	<b>399,998</b>	480,000
<b>Total Reserves</b>	<b>40,559</b>	<b>40,538</b>	2	0	(1)	(1)	1	2	0	(3)	2	0	<b>81,099</b>	(0)

# Income and Expense Projection Report

## Laurelmont Community Association

As of February 28, 2021

Account Description	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Full Year Projected	Total Budget
<b>Assessment Income</b>														
4000 - Residential Assessments	94,530	94,530	94,530	94,531	94,530	94,531	94,530	94,531	94,530	94,531	94,530	94,530	1,134,365	1,134,365
<b>Total Assessment Income</b>	<b>94,530</b>	<b>94,530</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,531</b>	<b>94,530</b>	<b>94,530</b>	<b>1,134,365</b>	<b>1,134,365</b>
<b>Collections Income</b>														
4710 - Late Fees & Interest	390	(331)	0	0	0	0	0	0	0	0	0	0	59	0
<b>Total Collections Income</b>	<b>390</b>	<b>(331)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>59</b>	<b>0</b>
<b>Other Income</b>														
4810 - Compliance Fines	0	250	0	0	0	0	0	0	0	0	0	0	250	0
<b>Total Other Income</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>0</b>
<b>Investment Income</b>														
4905 - Reserve Contribution Income	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	480,000	480,000
4910 - Interest Earned - Reserve Accounts	559	538	0	0	0	0	0	0	0	0	0	0	1,097	0
<b>Total Investment Income</b>	<b>40,559</b>	<b>40,538</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>481,097</b>	<b>480,000</b>
<b>Total Income</b>	<b>135,479</b>	<b>134,988</b>	<b>134,530</b>	<b>134,531</b>	<b>134,530</b>	<b>134,531</b>	<b>134,530</b>	<b>134,531</b>	<b>134,530</b>	<b>134,531</b>	<b>134,530</b>	<b>134,530</b>	<b>1,615,772</b>	<b>1,614,365</b>
<b>Administrative</b>														
5000 - General Administrative	0	375	0	0	0	0	0	0	0	0	0	0	375	0
5010 - Bad Debt	0	0	233	233	234	233	233	234	233	233	234	233	2,333	2,800
5060 - Interest Incurred - Repipe Project	4,254	4,215	4,167	4,167	4,166	4,167	4,167	4,166	4,167	4,167	4,166	4,167	50,136	50,000
5090 - Office Supplies	0	1,497	0	0	0	0	0	0	0	0	0	0	1,497	0
5100 - Records Storage	0	2,484	0	0	0	0	0	0	0	0	0	0	2,484	0
5105 - Reserve Studies	0	0	106	106	106	107	106	106	106	107	106	106	1,062	1,275
5195 - Other Administrative Services	225	120	417	417	416	417	417	416	417	417	416	417	4,512	5,000
<b>Total Administrative</b>	<b>4,479</b>	<b>8,692</b>	<b>4,923</b>	<b>4,923</b>	<b>4,922</b>	<b>4,924</b>	<b>4,923</b>	<b>4,922</b>	<b>4,923</b>	<b>4,924</b>	<b>4,922</b>	<b>4,923</b>	<b>62,400</b>	<b>59,075</b>
<b>Communications</b>														
5210 - Printing & Copying	0	237	833	833	834	833	833	834	833	833	834	833	8,570	10,000
5215 - Postage	0	42	25	25	25	25	25	25	25	25	25	25	292	300
<b>Total Communications</b>	<b>0</b>	<b>279</b>	<b>858</b>	<b>858</b>	<b>859</b>	<b>858</b>	<b>858</b>	<b>859</b>	<b>858</b>	<b>858</b>	<b>859</b>	<b>858</b>	<b>8,862</b>	<b>10,300</b>

**Income and Expense Projection Report**  
**Laurelmont Community Association**  
As of February 28, 2021

Account Description	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Full Year Projected	Total Budget
<b>Insurance</b>														
5400 - Insurance Premiums	2,795	2,795	3,981	3,981	3,981	3,982	3,981	3,981	3,981	3,982	3,981	3,981	45,401	47,775
5425 - Earthquake Insurance Premiums	1,272	1,272	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	1,225	14,795	14,700
<b>Total Insurance</b>	<b>4,067</b>	<b>4,067</b>	5,206	5,206	5,206	5,207	5,206	5,206	5,206	5,207	5,206	5,206	<b>60,196</b>	62,475
<b>Utilities</b>														
6000 - Electric Service	344	1,449	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	16,794	18,000
6005 - Gas Service	6	10	542	542	541	542	542	541	542	542	541	542	5,433	6,500
6025 - Water Service	106	1,562	3,099	3,098	3,099	3,099	3,098	3,099	3,098	3,099	3,098	3,099	32,654	37,183
<b>Total Utilities</b>	<b>456</b>	<b>3,022</b>	5,141	5,140	5,140	5,141	5,140	5,140	5,140	5,141	5,139	5,141	<b>54,881</b>	61,683
<b>Landscaping</b>														
6100 - Grounds & Landscaping - Contract	12,470	12,470	12,470	12,471	12,470	12,470	12,471	12,470	12,471	12,470	12,470	12,471	149,644	149,645
6110 - Landscape Repair & Maintenance	0	0	417	417	416	417	417	416	417	417	416	417	4,167	5,000
6160 - Tree Maintenance	0	0	1,413	1,414	1,414	1,414	1,413	1,414	1,414	1,414	1,413	1,414	14,137	16,965
6199 - Landscape Other	0	0	448	448	448	449	448	448	449	448	448	448	4,482	5,379
6200 - Irrigation Repair & Maintenance	0	0	417	417	416	417	417	416	417	417	416	417	4,167	5,000
6310 - Backflow Device Inspection	0	0	42	42	41	42	42	41	42	42	41	42	417	500
<b>Total Landscaping</b>	<b>12,470</b>	<b>12,470</b>	15,207	15,209	15,205	15,209	15,208	15,205	15,210	15,208	15,204	15,209	<b>177,015</b>	182,489
<b>Property Protection</b>														
6440 - Property Protection	0	0	718	718	718	718	718	718	718	718	718	718	7,180	8,616
<b>Total Property Protection</b>	<b>0</b>	<b>0</b>	718	718	718	718	718	718	718	718	718	718	<b>7,180</b>	8,616
<b>Operations</b>														
6300 - Permits & Licenses	0	0	50	50	50	50	50	50	50	50	50	50	500	600
<b>Total Operations</b>	<b>0</b>	<b>0</b>	50	50	50	50	50	50	50	50	50	50	<b>500</b>	600
<b>Contracted Services</b>														
6430 - Janitorial Services	610	305	447	447	446	447	447	446	447	447	446	447	5,382	5,360
6434 - Pest Control	529	75	890	890	890	890	890	890	890	890	890	890	9,504	10,680

# Income and Expense Projection Report

## Laurelmont Community Association

As of February 28, 2021

Account Description	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Full Year Projected	Total Budget
<b>Contracted Services</b>														
6438 - Pool Management	450	450	575	575	575	575	575	575	575	575	575	575	6,650	6,900
<b>Total Contracted Services</b>	<b>1,589</b>	<b>830</b>	1,912	1,912	1,911	1,912	1,912	1,911	1,912	1,912	1,911	1,912	<b>21,536</b>	22,940
<b>Repair &amp; Maintenance</b>														
6515 - Building Repair & Maintenance	3,240	0	833	833	834	833	833	834	833	833	834	833	11,573	10,000
6530 - Common Areas - Repipe project	0	0	8,342	8,342	8,341	8,342	8,342	8,341	8,342	8,342	8,341	8,342	83,417	100,100
6545 - Electrical Supplies/Repair & Mainte	0	0	236	235	235	235	235	235	236	235	235	235	2,352	2,822
6595 - Gate & Monument Repair & Mainte	2,224	0	458	458	459	458	458	459	458	458	459	458	6,807	5,500
6600 - General Repair & Maintenance	1,750	1,200	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,450	15,000
6635 - Janitorial Supplies & Maintenance	443	18	125	125	125	125	125	125	125	125	125	125	1,711	1,500
6695 - Plumbing Supplies/Repair & Mainte	988	14,088	1,690	1,690	1,690	1,689	1,690	1,690	1,690	1,689	1,690	1,690	31,973	20,277
6700 - Pool Supplies/Repair & Maintenance	0	1,499	542	542	541	542	542	541	542	542	541	542	6,916	6,500
6702 - Pool Chemicals	0	5,166	83	83	84	83	83	84	83	83	84	83	5,999	1,000
6725 - Roof Repair & Maintenance	8,923	36,348	2,754	2,754	2,754	2,754	2,754	2,754	2,754	2,754	2,754	2,754	72,810	33,048
6795 - Other Supplies/Repair & Maintenan	0	0	833	833	834	833	833	834	833	833	834	833	8,333	10,000
<b>Total Repair &amp; Maintenance</b>	<b>17,568</b>	<b>58,318</b>	17,146	17,145	17,147	17,144	17,145	17,147	17,146	17,144	17,147	17,145	<b>247,341</b>	205,747
<b>Professional Services</b>														
7000 - Audit & Tax Services	0	0	100	100	100	100	100	100	100	100	100	100	1,000	1,200
7030 - Legal Services - General Counsel	976	0	500	500	500	500	500	500	500	500	500	500	5,976	6,000
7040 - Management Fees	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	2,770	33,239	33,240
7095 - Other Professional Services	(718)	1,472	0	0	0	0	0	0	0	0	0	0	754	0
<b>Total Professional Services</b>	<b>3,028</b>	<b>4,242</b>	3,370	3,370	3,370	3,370	3,370	3,370	3,370	3,370	3,370	3,370	<b>40,970</b>	40,440
<b>Taxes</b>														
9005 - State Income Tax	0	334	0	0	0	0	0	0	0	0	0	0	334	0
<b>Total Taxes</b>	<b>0</b>	<b>334</b>	0	0	0	0	0	0	0	0	0	0	<b>334</b>	0
<b>Reserves</b>														
9105 - Reserve Contribution Expense	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	480,000	480,000
9834 - Contingency Reserve	0	0	1,165	1,165	1,165	1,165	1,165	1,165	1,165	1,166	1,165	1,165	11,651	13,981

# Income and Expense Projection Report

## Laurelmont Community Association

As of February 28, 2021

Account Description	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Jul Budget	Aug Budget	Sep Budget	Oct Budget	Nov Budget	Dec Budget	Full Year Projected	Total Budget
<b>Reserves</b>														
9844 - Doors Reserve	0	0	2,969	2,969	2,970	2,969	2,969	2,970	2,969	2,969	2,970	2,969	29,693	35,632
9852 - Fences, Gates & Walls Reserve	0	0	7,893	7,894	7,894	7,894	7,894	7,893	7,894	7,894	7,894	7,894	78,938	94,726
9868 - Gas Lines Reserve	0	0	1,544	1,545	1,545	1,545	1,544	1,545	1,545	1,545	1,544	1,545	15,447	18,537
9884 - Irrigation Reserve	0	0	376	376	375	376	376	376	376	376	376	376	3,759	4,511
9886 - Landscape Reserve	0	0	648	648	647	648	648	647	648	648	647	648	6,477	7,772
9892 - Lighting Reserve	0	0	282	281	281	281	282	281	281	281	281	282	2,813	3,375
9902 - Mailbox Reserve	0	0	298	298	298	298	298	297	298	298	298	298	2,979	3,575
9914 - Painting Reserve	0	0	4,140	4,139	4,140	4,140	4,139	4,140	4,139	4,140	4,140	4,139	41,396	49,675
9918 - Pest Control Reserve	0	0	934	935	934	934	935	934	934	935	934	935	9,344	11,213
9920 - Plumbing Reserve	0	0	1,544	1,545	1,545	1,545	1,544	1,545	1,545	1,545	1,544	1,545	15,447	18,537
9924 - Pools & Spas Reserve	0	0	1,478	1,477	1,478	1,477	1,478	1,477	1,478	1,477	1,478	1,477	14,775	17,730
9936 - Roof Reserve	0	0	10,315	10,315	10,315	10,315	10,315	10,315	10,315	10,315	10,315	10,315	103,150	123,780
9944 - Siding/Wood Replacement Reserve	0	0	1,854	1,854	1,855	1,854	1,854	1,854	1,854	1,854	1,854	1,854	18,541	22,249
9946 - Signs Reserve	0	0	74	74	74	75	74	74	74	75	74	74	742	891
9952 - Street Reserve	0	0	4,484	4,485	4,485	4,485	4,484	4,485	4,485	4,485	4,484	4,485	44,847	53,817
<b>Total Reserves</b>	<b>40,000</b>	<b>40,000</b>	79,998	80,000	80,001	80,001	79,999	79,998	80,000	80,003	79,998	80,000	<b>879,998</b>	960,000
<b>Total Expense</b>	<b>83,657</b>	<b>132,253</b>	134,529	134,531	134,529	134,534	134,529	134,526	134,533	134,535	134,524	134,532	<b>1,561,212</b>	1,614,365
<b>All Departments Summary</b>	<b>51,823</b>	<b>2,735</b>	1	0	1	(3)	1	5	(3)	(4)	6	(2)	<b>54,560</b>	(0)



## Investment Listing Report

### Laurelmont Community Association

As of Sun Feb 28, 2021

GI Account \ Institution	Bank Account	Investment Type	Current Balance	Rate	Purchase Date	Term	Maturity Date
<b>Operating Funds</b>							
1000 - Union Bank Operating - 3754 Union Bank	****3754		296,204.21	0.000%	01/01/2015		0
		<b>Total Operating Funds:</b>	<u>296,204.21</u>				
<b>Reserve Funds</b>							
1300 - Union Bank MM - 2362 Union Bank	****2362	Money Market	1,372,014.30	0.500%	05/01/2015		0
	Interest Rate: \$0 - 99,999 * 0.35% \$100,000 + * 0.50%						
1326 - Morgan Stanley MM - 2628 Morgan Stanley	****2628	Money Market	1,570,282.32	0.010%	01/01/2015		0
		<b>Total Reserve Funds:</b>	<u>2,942,296.62</u>				
		<b>Total zz -Laurelmont Community Assoc:</b>	<u><u>3,238,500.83</u></u>				

## Delinquency and Prepaid Report Laurelmont Community Association As Of: Sun Feb 28, 2021

### Outstanding Balances

Account Id	Name	Address	Legal Description	30 day	31-60 day	61-90 day	91-120 day	120+ day	Total Balance
00145-4011	Cheryl Rice	89 Willowood		0.85	0.00	0.00	0.00	0.00	0.85
00145-4040	Noreen Stacy Dunlap	83 Willowood		0.85	0.00	0.00	0.00	0.00	0.85
<b>00145-4202</b>	<b>Settled - John Poor</b>	<b>56 Willowood</b>		0.00	0.00	0.00	0.00	457.00	457.00
00145-4451	Michael A Rodriguez	25 Willowood		479.85	0.00	0.00	0.00	0.00	479.85
00145-4480	Brian D Campbell	31 Willowood		546.92	543.83	516.41	457.00	1,430.61	3,494.77
00145-4600	Nancy A Watteyne	46 Willowood		25.00	0.00	0.00	0.00	135.00	160.00
<b>00145-4820</b>	<b>Settled - Sid Ross</b>	<b>17 Pepperwood</b>		0.00	22.85	0.00	0.00	0.00	22.85
00145-5010	James T Mcnamee	71 Pepperwood		50.37	0.00	0.00	0.00	0.00	50.37
00145-5023	Ronald T Rurup	69 Pepperwood		479.85	0.00	0.00	0.00	0.00	479.85
00145-5214	Thomas Liebl	48 Pepperwood		2.52	0.00	0.00	0.00	0.00	2.52
00145-5256	Craig T Petrime Casey	56 Pepperwood		25.30	0.00	0.00	0.00	141.40	166.70
00145-5450	Brian Donald Emerson	33 Primrose		577.08	569.99	457.00	457.00	2,159.00	4,220.07
00145-5463	Kraig D Margulies	35 Primrose		584.10	579.51	457.00	457.00	4,558.28	6,635.89
00145-5735	Anthony Bo Fairclough	63 Primrose		0.46	0.04	0.04	0.00	0.04	0.58
00145-5748	Javad Sherkat-Andjoma	61 Primrose		0.00	27.75	0.00	0.00	0.00	27.75
00145-5913	Linda J Eddy	54 Primrose		0.76	0.00	0.00	0.00	0.00	0.76
00193-1479	Timothy L Robinson	13 Willowood		77.79	0.00	0.00	0.00	0.00	77.79
00202-5944	Andrew B. Simon	21 Willowood		479.85	0.00	0.00	0.00	0.00	479.85
00215-0301	Michael S Bowman	90 Willowood		0.70	0.00	0.00	0.00	0.00	0.70
00225-3855	Meelad M. Hadjehaffari	7 Pepperwood		0.00	0.00	0.00	0.00	91.50	91.50
00232-1020	Hamid Arshadi, Ttee	27 Willowood		70.70	0.00	0.00	0.00	0.00	70.70
00238-2506	Martin Cutting	78 Primrose		22.85	0.00	0.00	0.00	0.00	22.85
00240-8723	Jacqueline Orloff	29 Primrose		479.85	0.00	0.00	0.00	0.00	479.85
00242-2385	Kiran Menon Vappala	17 Pepperwood		22.85	0.00	0.00	0.00	0.00	22.85
<b>Outstanding Balance:</b>				<b>3,928.50</b>	<b>1,743.97</b>	<b>1,430.45</b>	<b>1,371.00</b>	<b>8,972.83</b>	<b>17,446.75</b>
<b>Percentage of Balance:</b>				<b>22.52%</b>	<b>10.00%</b>	<b>8.20%</b>	<b>7.86%</b>	<b>51.43%</b>	<b>100.00%</b>
<b>Total Accounts:</b>				<b>14</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>24</b>

### Prepaid Balances

Account Id	Name	Address	Legal Description	30 day	31-60 day	61-90 day	91-120 day	120+ day	Total Balance
00145-4448	Rhonda L Kerr	23 Willowood		-0.11	0.00	0.00	0.00	0.00	-0.11
00145-4503	Mark D Little	35 Willowood		-40.30	0.00	0.00	0.00	0.00	-40.30
00145-4587	Nikolay Enev	51 Willowood		0.00	-0.30	0.00	0.00	0.00	-0.30
00145-4590	Ann Michael	48 Willowood		0.00	-20.15	0.00	0.00	0.00	-20.15
00145-4710	Michael Khamis	6 Willowood		-0.38	0.00	0.00	0.00	0.00	-0.38
00145-4875	Jon Seeman	27 Pepperwood		-397.00	0.00	0.00	0.00	0.00	-397.00
00145-5036	Thomas Lacerra	67 Pepperwood		0.00	-0.30	0.00	0.00	0.00	-0.30
00145-5117	Christine A Muzyka	51 Pepperwood		-479.85	0.00	0.00	0.00	0.00	-479.85
00145-5337	Kimberly Razi	9 Primrose		-79.85	0.00	0.00	0.00	0.00	-79.85
00145-5476	Mikael B Modeer	37 Primrose		-0.15	0.00	0.00	0.00	0.00	-0.15

**Delinquency and Prepaid Report**  
**Laurelmont Community Association**  
 As Of: Sun Feb 28, 2021

**Prepaid Balances**

Account Id	Name	Address	Legal Description	30 day	31-60 day	61-90 day	91-120 day	120+ day	Total Balance
00145-5492	Jacob Shumate	40 Primrose		-457.00	0.00	0.00	0.00	0.00	-457.00
00145-5531	Kathleen A Garrett	18 Primrose		-0.04	0.00	0.00	0.00	0.00	-0.04
00145-5696	Raymond M Lewis	70 Primrose		-10.30	0.00	0.00	0.00	0.00	-10.30
00145-5719	Robert Lewis Williston	67 Primrose		-100.15	0.00	0.00	0.00	0.00	-100.15
00145-5803	11851 Lambert Llc	49 Primrose		0.00	0.00	0.00	0.00	-1,799.30	-1,799.30
00145-5816	Renee Hernandez	47 Primrose		-405.00	0.00	0.00	0.00	0.00	-405.00
00145-5887	Benjamin Thompson	48 Primrose		-479.85	0.00	0.00	0.00	0.00	-479.85
00192-2365	Linda M Magginetti	80 Willowood		0.00	-278.00	0.00	0.00	0.00	-278.00
00201-9536	Bret Lanners	99 Willowood		-10.00	0.00	0.00	0.00	0.00	-10.00
<b>00203-3101</b>	<b>Settled - Nicholas Angelillo</b>	<b>80 Primrose</b>		0.00	-411.30	0.00	0.00	0.00	-411.30
00209-0597	Bahareh Ershadi	82 Primrose		0.00	-0.30	0.00	0.00	0.00	-0.30
00217-0530	Saeed Amirinazari	42 Primrose		-397.00	0.00	0.00	0.00	0.00	-397.00
<b>Prepaid Balance:</b>				<b>-2,856.98</b>	<b>-710.35</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,799.30</b>	<b>-5,366.63</b>
<b>Percentage of Balance:</b>				<b>53.24%</b>	<b>13.24%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>33.53%</b>	<b>100.00%</b>
<b>Total Accounts:</b>				<b>15</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>22</b>
<b>Balance:</b>				<b>1,071.52</b>	<b>1,033.62</b>	<b>1,430.45</b>	<b>1,371.00</b>	<b>7,173.53</b>	<b>12,080.12</b>
<b>Percentage of Total Balance:</b>				<b>8.87%</b>	<b>8.56%</b>	<b>11.84%</b>	<b>11.35%</b>	<b>59.38%</b>	<b>100.00%</b>

## Check Disbursement Report

### Laurelmont Community Association

Mon Feb 01, 2021 thru Sun Feb 28, 2021

Vendor	Dept - Account - Project	Trans Date	Remarks	Reference	Amount
<b>Union Bank Operating</b>					
Laurelmont Community Assoc. MS RES 2628 - 1901 Main Street, 7th Floor, Irvine, CA 92614					
Check Number: 01001025      Check Date: 12/11/2020      Check Amount: (256,030.95)					
RESERVE - 1326 - Morgan Stanley MM - 2628					
		12/06/2020	*VOID* to clear due to/from 7 payme RES Contribution		(256,030.95)
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001140      Check Date: 02/11/2021      Check Amount: 326.18					
424 - 6000 - Electric Service					
		02/10/2021	Laurelmont Comm Assoc D	2090 953 158 8	326.18
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001141      Check Date: 02/11/2021      Check Amount: 57.75					
424 - 6000 - Electric Service					
		02/10/2021	Laurelmont Tr 12229 #2 D	6590 997 252 2	57.75
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001142      Check Date: 02/11/2021      Check Amount: 183.30					
424 - 6000 - Electric Service					
		02/10/2021	laurelmont #5 & #6 D	5466 026 652 2	183.30
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001143      Check Date: 02/11/2021      Check Amount: 8.18					
424 - 6000 - Electric Service					
		02/10/2021	90 1/2 Willowood Hm	5733 207 429 9	8.18
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001144      Check Date: 02/11/2021      Check Amount: 8.15					
424 - 6000 - Electric Service					
		02/10/2021	69 1/2 Willowood Hm	7983 222 856 3	8.15
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001145      Check Date: 02/11/2021      Check Amount: 808.07					
424 - 6000 - Electric Service					
		02/10/2021	100 Willowood Rec	4608 200 802 9	808.07
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001146      Check Date: 02/11/2021      Check Amount: 8.17					
424 - 6000 - Electric Service					
		02/10/2021	19 1/2 Pepperwood Hm	3483 193 454 7	8.17
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001147      Check Date: 02/11/2021      Check Amount: 8.15					
424 - 6000 - Electric Service					
		02/10/2021	18 1/2 Primrose Hm	9108 127 303 4	8.15
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001148      Check Date: 02/11/2021      Check Amount: 8.15					
424 - 6000 - Electric Service					
		02/10/2021	26634 Primrose Hm	9108 119 954 4	8.15
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001149      Check Date: 02/11/2021      Check Amount: 8.21					
424 - 6000 - Electric Service					
		02/10/2021	19 1/2 Willowood Hm	1233 258 879 8	8.21

# Check Disbursement Report

## Laurelmont Community Association

Mon Feb 01, 2021 thru Sun Feb 28, 2021

Vendor	Dept - Account - Project	Trans Date	Remarks	Reference	Amount
<b>Union Bank Operating</b>					
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
	Check Number: 03001150      Check Date: 02/11/2021      Check Amount: 8.15				
	424 - 6000 - Electric Service	02/10/2021	69 1/2 Primrose Hm	4608 096 433 0	8.15
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
	Check Number: 03001151      Check Date: 02/11/2021      Check Amount: 8.41				
	424 - 6000 - Electric Service	02/10/2021	59 1/2 Pepperwood Hm	7983 156 704 5	8.41
Pacific Premier Bank - P.O. Box 7068, Pasadena, CA 91109					
	Check Number: 03001152      Check Date: 02/19/2021      Check Amount: 12,196.95				
	424 - 2800 - Pacific Premier - Repipe Project Loan	02/09/2021	1070097716		7,981.46
	424 - 5060 - Interest Incurred - Repipe Project	02/09/2021	1070097716		4,215.49
Animal Pest Management - 13655 Redwood Ct, Chino, CA 91710 - (909) 591-9551					
	Check Number: 01001054      Check Date: 02/22/2021      Check Amount: 529.00				
	424 - 6434 - Pest Control	02/01/2021			529.00
Farmers Insurance Exchange - P.O. Box 4665, Carol Stream, IL 60197					
	Check Number: 01001055      Check Date: 02/22/2021      Check Amount: 2,704.66				
	424 - 5400 - Insurance Premiums	02/13/2021	Multi Policies		2,704.66
Harvest Landscape - 8030 E. Crystal Drive, Anaheim, CA 92807 - (714) 693-8100					
	Check Number: 01001056      Check Date: 02/22/2021      Check Amount: 12,470.40				
	424 - 6100 - Grounds & Landscaping - Contract	02/01/2021	landscape maintenance		12,470.40
James LeCourt Plumbing - ATTN: James LeCourt Plumbing, Foothill Ranch, CA 92610 - (949) 661-8002					
	Check Number: 01001057      Check Date: 02/22/2021      Check Amount: 4,287.50				
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/01/2021	17 Willowood - Mainline Inspection		875.00
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/01/2021	69 Primrose - Hydrojet & Camera		1,675.00
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/11/2021	67 Primrose - Inspection		275.00
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/11/2021	64 Willowood - Service Call		325.00
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/11/2021	78 Primrose - Service Call		187.50
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/15/2021	17 Willowood - Service Call		475.00
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/15/2021	56 Pepperwood - Service Call		475.00
Moulton Niguel Water District - PO Box 30204, Laguna Niguel, CA 92607-0204 - (949) 831-2500					
	Check Number: 01001058      Check Date: 02/22/2021      Check Amount: 1,473.55				
	424 - 6025 - Water Service	02/19/2021	84 WILLWOOD I/F/O, AV	63447	45.23
	424 - 6025 - Water Service	02/19/2021	59 PEPPERWOOD I/F/O, LH	63445	89.41
	424 - 6025 - Water Service	02/19/2021	17 PEPPERWOOD I/F/O, LH	63446	120.17
	424 - 6025 - Water Service	02/19/2021	67 WILLWOOD I/F/O, LH	63448	311.65
	424 - 6025 - Water Service	02/19/2021	31 PRIMROSE, Next To, LH	63443	197.60

## Check Disbursement Report

### Laurelmont Community Association

Mon Feb 01, 2021 thru Sun Feb 28, 2021

Vendor	Dept - Account - Project	Trans Date	Remarks	Reference	Amount
<b>Union Bank Operating</b>					
<b>Moulton Niguel Water District - PO Box 30204, Laguna Niguel, CA 92607-0204 - (949) 831-2500</b>					
	Check Number: 01001058	Check Date: 02/22/2021	Check Amount: 1,473.55		
	424 - 6025 - Water Service	02/19/2021	WILLWOOD W/S OF REC CENER, L	63450	49.96
	424 - 6025 - Water Service	02/19/2021	10 PRIMROSE I/F/O, LH	63444	268.59
	424 - 6025 - Water Service	02/19/2021	63 PRIMROSE, ACROSS FROM, LH	63441	182.62
	424 - 6025 - Water Service	02/19/2021	WILLWOOD W/S REC CTR POOL, L	63451	27.82
	424 - 6025 - Water Service	02/19/2021	WILLWOOD N/E SIDE, LH	63449	180.50
<b>Patrol Masters Inc. - 1651 E 4th St Ste 150, Santa Ana, CA 92701 - (877) 648-0602</b>					
	Check Number: 01001059	Check Date: 02/22/2021	Check Amount: 1,471.98		
	424 - 7095 - Other Professional Services	02/01/2021	Parking Patrol		718.04
	424 - 7095 - Other Professional Services	02/01/2021	security		753.94
<b>Personal Touch Cleaning, Inc. - ATTN: Kym Olson, Anaheim, CA 92806 - (949) 727-4135</b>					
	Check Number: 01001060	Check Date: 02/22/2021	Check Amount: 322.61		
	424 - 6430 - Janitorial Services	02/04/2021	service		305.00
	424 - 6635 - Janitorial Supplies & Maintenance	02/04/2021	supplies		17.61
<b>Superior Roofing - 2913 Saturn St Suite C, Brea, CA 92821 - (800) 761-6272</b>					
	Check Number: 01001061	Check Date: 02/22/2021	Check Amount: 5,047.50		
	424 - 6725 - Roof Repair & Maintenance	02/01/2021	10 Willowood - Roof Repairs		1,550.00
	424 - 6725 - Roof Repair & Maintenance	02/01/2021	10 Willowood - Inspection		195.00
	424 - 6725 - Roof Repair & Maintenance	02/12/2021	61 Pepperwood - Mastic Repairs		502.50
	424 - 6725 - Roof Repair & Maintenance	02/15/2021	8 Willowood - Roof Repairs		2,800.00
<b>Aquarius Pool Service, Inc. - P.O. Box 3286, Newport Beach, CA 92659 - (949) 678-5484</b>					
	Check Number: 01001062	Check Date: 02/22/2021	Check Amount: 1,949.25		
	424 - 6438 - Pool Management	02/01/2021	January Service		450.00
	424 - 6700 - Pool Supplies/Repair & Maintenance	02/09/2021	maintenance		799.50
	424 - 6700 - Pool Supplies/Repair & Maintenance	02/13/2021	maintenance		699.75
<b>Professional Community Mgmt - c/o CSSC-AR Department, Richardson, TX 75081-2298</b>					
	Check Number: 02000195	Check Date: 02/22/2021	Check Amount: 2,769.67		
	424 - 7040 - Management Fees	02/01/2021	Mgmt Fees For February 2021		2,769.67
<b>Professional Community Mgmt - c/o CSSC-AR Department, Richardson, TX 75081-2298</b>					
	Check Number: 02000196	Check Date: 02/22/2021	Check Amount: 879.94		
	424 - 2010 - Delinquency Fee Payable	02/01/2021	Late Notice		50.00
	424 - 5000 - General Administrative	02/01/2021	Meeting Attendance		187.50
	424 - 5090 - Office Supplies	02/01/2021	AP Check Stock		13.00
	424 - 5090 - Office Supplies	02/01/2021	Billing Statement		436.80

## Check Disbursement Report

### Laurelmont Community Association

Mon Feb 01, 2021 thru Sun Feb 28, 2021

Vendor	Dept - Account - Project	Trans Date	Remarks	Reference	Amount
<b>Union Bank Operating</b>					
<b>Professional Community Mgmt - c/o CSSC-AR Department, Richardson, TX 75081-2298</b>					
Check Number: 02000196      Check Date: 02/22/2021      Check Amount: 879.94					
	424 - 5090 - Office Supplies	02/01/2021	Electronic Billing Statement		17.25
	424 - 5090 - Office Supplies	02/01/2021	Envelope 9 x 12		3.00
	424 - 5090 - Office Supplies	02/01/2021	Standard #10 Envelope with Window		3.98
	424 - 5090 - Office Supplies	02/01/2021	Standard #10 Envelope without Wind		3.00
	424 - 5100 - Records Storage	02/01/2021	Electronic Data Storage		30.00
	424 - 5100 - Records Storage	02/01/2021	Record Storage		15.20
	424 - 5210 - Printing & Copying	02/01/2021	Black & White Copy		88.10
	424 - 5210 - Printing & Copying	02/01/2021	Scanned Document		8.25
	424 - 5215 - Postage	02/01/2021	Bulk Postage		10.11
	424 - 5215 - Postage	02/01/2021	Postage First Class - 1oz.		13.75
<b>So Cal Gas - P.O. Box C, Monterey Park, CA 91756-5111 - (800) 427-2200</b>					
Check Number: 01001063      Check Date: 02/23/2021      Check Amount: 10.44					
	424 - 6005 - Gas Service	02/20/2021	100 Willowood Rec Rm	198 709 1700 2	10.44
<b>Animal Pest Management - 13655 Redwood Ct, Chino, CA 91710 - (909) 591-9551</b>					
Check Number: 01001064      Check Date: 02/24/2021      Check Amount: 529.00					
	424 - 6434 - Pest Control	02/01/2021			529.00
<b>Harvest Landscape - 8030 E. Crystal Drive, Anaheim, CA 92807 - (714) 693-8100</b>					
Check Number: 01001065      Check Date: 02/24/2021      Check Amount: 12,470.00					
	424 - 6100 - Grounds & Landscaping - Contract	02/04/2021	landscape maintenance		12,470.00
<b>James LeCourt Plumbing - ATTN: James LeCourt Plumbing, Foothill Ranch, CA 92610 - (949) 661-8002</b>					
Check Number: 01001066      Check Date: 02/24/2021      Check Amount: 9,800.00					
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/16/2021	31 Primrose - Pipe Rplc		4,900.00
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/17/2021	58 Willowood - Gas Line Repairs		3,850.00
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/18/2021	58 Willowood - Temp Water Heater		575.00
	424 - 6695 - Plumbing Supplies/Repair & Maintenance	02/19/2021	58 Willowood - Gas Line Svc. Call		475.00
<b>Service First Restoration Inc - 27071 Cabot Road, Suite 105, Laguna Hills, CA 92653 - (855) 883-4778</b>					
Check Number: 01001067      Check Date: 02/24/2021      Check Amount: 1,200.00					
	424 - 6600 - General Repair & Maintenance	02/03/2021	65 Pepperwood - Interior Repairs		1,200.00
<b>We Save Bees - 1637 East Valley Parkway #340, Escondido, CA 92027 - (858) 230-0351</b>					
Check Number: 01001068      Check Date: 02/24/2021      Check Amount: 75.00					
	424 - 6434 - Pest Control	02/13/2021	12 Pepperwood - Emergency Call		75.00

## Check Disbursement Report

### Laurelmont Community Association

Mon Feb 01, 2021 thru Sun Feb 28, 2021

Vendor	Dept - Account - Project	Trans Date	Remarks	Reference	Amount
<b>Union Bank Operating</b>					
Superior Roofing - 2913 Saturn St Suite C, Brea, CA 92821 - (800) 761-6272					
Check Number: 01001069      Check Date: 02/24/2021      Check Amount: 31,300.00					
	424 - 6725 - Roof Repair & Maintenance	02/09/2021	29 Pepperwood - Roof Repairs		1,500.00
	424 - 6725 - Roof Repair & Maintenance	02/13/2021	maintenance		29,800.00
Aquarius Pool Service, Inc. - P.O. Box 3286, Newport Beach, CA 92659 - (949) 678-5484					
Check Number: 01001070      Check Date: 02/24/2021      Check Amount: 5,616.00					
	424 - 6438 - Pool Management	02/01/2021	pool service		450.00
	424 - 9924 - Pools & Spas Reserve	02/05/2021	Auto Chem Installation		5,166.00
San Diego Gas & Electric - P.O. Box 25111, Santa Ana, CA 92799 - (800) 336-7343					
Check Number: 03001153      Check Date: 02/24/2021      Check Amount: 8.38					
	424 - 6000 - Electric Service	02/24/2021	83 Willowood Hm	3483 215 508 4	8.38
Professional Community Mgmt - c/o CSSC-AR Department, Richardson, TX 75081-2298					
Check Number: 01001071      Check Date: 02/26/2021      Check Amount: 4,150.01					
	424 - 2010 - Delinquency Fee Payable	02/25/2021	Late Notice		225.00
	424 - 5000 - General Administrative	02/25/2021	Meeting Attendance		187.50
	424 - 5090 - Office Supplies	02/25/2021	AP Check Stock		13.00
	424 - 5090 - Office Supplies	02/25/2021	Departure/Transition Fee		1,000.00
	424 - 5090 - Office Supplies	02/25/2021	Envelope 9 x 12		3.00
	424 - 5090 - Office Supplies	02/25/2021	Standard #10 Envelope with Window		4.20
	424 - 5100 - Records Storage	02/25/2021	Electronic Data Storage		30.00
	424 - 5100 - Records Storage	02/25/2021	Record Storage		2,409.00
	424 - 5195 - Other Administrative Services	02/25/2021	1099/6, Tax Processing		120.00
	424 - 5210 - Printing & Copying	02/25/2021	Black & White Copy		133.25
	424 - 5210 - Printing & Copying	02/25/2021	Scanned Document		7.25
	424 - 5215 - Postage	02/25/2021	Postage First Class - 1oz.		17.81
<b>Total for Union Bank Operating</b>					<b>(143,328.24)</b>
<b>Total for zz -Laurelmont Community Assoc</b>					<b>(143,328.24)</b>



## Bank Reconciliation Laurelmont Community Association

Account: 1000 -- Union Bank Operating - 3754 -- Laurelmont Community Assoc.

Batch	Date	Comment	Reference	Amount	Balance
				<b>Balance per Bank:</b>	<b>359,088.81</b>
<b>Plus deposits and outstanding debits:</b>					
2521982	02/26/2021	ATGPay Online Payment	ACH Payment	1,371.00	
2522793	02/26/2021	001 Items on Lock Box File	Lock Box Receipts	479.85	
2522327	02/27/2021	001 Items on Deposit Slip	Cash Receipts	415.00	
<b>Total deposits and outstanding debits:</b>				2,265.85	361,354.66
<b>Less outstanding checks:</b>					
2518636	02/23/2021	So Cal Gas	Check No 01001063	(10.44)	
2520248	02/24/2021	Animal Pest Management	Check No 01001064	(529.00)	
2520249	02/24/2021	Harvest Landscape	Check No 01001065	(12,470.00)	
2520250	02/24/2021	James LeCourt Plumbing	Check No 01001066	(9,800.00)	
2520251	02/24/2021	Service First Restoration Inc	Check No 01001067	(1,200.00)	
2520252	02/24/2021	We Save Bees	Check No 01001068	(75.00)	
2520253	02/24/2021	Superior Roofing	Check No 01001069	(31,300.00)	
2520254	02/24/2021	Aquarius Pool Service, Inc.	Check No 01001070	(5,616.00)	
2522094	02/26/2021	Professional Community Mgmt	Check No 01001071	(4,150.01)	
<b>Total outstanding checks:</b>				(65,150.45)	296,204.21
				<b>Ending balance General Ledger:</b>	<b>296,204.21</b>
				<b>Difference:</b>	<b>0.00</b>

# Bank Reconciliation

## Laurelmont Community Association

Account: 1300 -- Union Bank MM - 2362 -- Reserves

Batch	Date	Comment	Reference	Amount	Balance
				<b>Balance per Bank:</b>	<b>1,372,014.30</b>
<b>Plus deposits and outstanding debits:</b>					
		No outstanding deposits.		0.00	
				<b>Total deposits and outstanding debits:</b>	<b>1,372,014.30</b>
<b>Less outstanding checks:</b>					
		No outstanding checks.		0.00	
				<b>Total outstanding checks:</b>	<b>1,372,014.30</b>
				<b>Ending balance General Ledger:</b>	<b>1,372,014.30</b>
				<b>Difference:</b>	<b>0.00</b>

## Bank Reconciliation

### Laurelmont Community Association

Account: 1326 -- Morgan Stanley MM - 2628 -- Reserves

Batch	Date	Comment	Reference	Amount	Balance
				<b>Balance per Bank:</b>	<b>1,570,282.32</b>
<b>Plus deposits and outstanding debits:</b>					
		No outstanding deposits.		0.00	
				<b>Total deposits and outstanding debits:</b>	<b>1,570,282.32</b>
<b>Less outstanding checks:</b>					
		No outstanding checks.		0.00	
				<b>Total outstanding checks:</b>	<b>1,570,282.32</b>
				<b>Ending balance General Ledger:</b>	<b>1,570,282.32</b>
				<b>Difference:</b>	<b>0.00</b>

# General Ledger Report

## Laurelmont Community Association

From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount	
<b>Assets</b>							
<b>1000 - Union Bank Operating - 3754 - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>83,045.54</b>
02/01/2021	2495567	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2496332	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2496901	C3 Lock Box Receipts		015 Items on Lock Box File	Lock Box Receipts	7,095.20	
02/02/2021	2497878	C3 Cash Receipts		001 Items on Deposit Slip	Cash Receipts	479.85	
	2498125	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2498295	C3 Lock Box Receipts		005 Items on Lock Box File	Lock Box Receipts	2,398.40	
02/03/2021	2499306	C3 Lock Box Receipts		009 Items on Lock Box File	Lock Box Receipts	3,884.50	
02/04/2021	2500942	C3 Lock Box Receipts		011 Items on Lock Box File	Lock Box Receipts	5,765.05	
02/05/2021	2500802	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2501006	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2501012	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2501136	C3 Direct Debit		029 Items on Direct Debit	Direct Debit	13,915.65	
	2501357	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2501371	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2501723	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2502005	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2502213	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2502588	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2502715	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2502825	C3 ACH Payment		ATGPay Online Payment	ACH Payment	457.00	
	2503133	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2503178	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2503613	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2503645	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2503995	C3 Credit Card Payment		ATGPay Online Payment	Credit Card Payment	479.85	
	2504263	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2504363	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2504591	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2504795	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2504863	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2504918	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2504996	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2505004	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2505048	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2505206	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2505269	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2505468	C3 ACH Payment		ATGPay Online Payment	ACH Payment	457.00	
	2505549	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2505592	C3 ACH Payment		ATGPay Online Payment	ACH Payment	479.85	
	2505762	C3 Lock Box Receipts		007 Items on Lock Box File	Lock Box Receipts	3,261.40	
02/08/2021	2506035	C3 Credit Card Payment		ATGPay Online Payment	Credit Card Payment	479.85	
	2507110	C3 Lock Box Receipts		008 Items on Lock Box File	Lock Box Receipts	3,838.80	

# General Ledger Report

## Laurelmont Community Association

From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount	
<b>Assets</b>							
<b>1000 - Union Bank Operating - 3754 - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page:</b>	<b>139,953.59</b>
02/09/2021	2508419	C3		Lock Box Receipts	007 Items on Lock Box File Lock Box Receipts	3,159.10	
02/10/2021	2499432	C3		Cash Receipts	001 Items on Deposit Slip Cash Receipts	457.00	
	2508680	C3		Cash Receipts	001 Items on Deposit Slip Cash Receipts	479.85	
	2509555	C3		Lock Box Receipts	005 Items on Lock Box File Lock Box Receipts	2,159.40	
02/11/2021	2510148	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001140	(326.18)	
	2510149	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001141	(57.75)	
	2510150	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001142	(183.30)	
	2510151	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001143	(8.18)	
	2510152	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001144	(8.15)	
	2510153	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001145	(808.07)	
	2510154	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001146	(8.17)	
	2510155	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001147	(8.15)	
	2510156	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001148	(8.15)	
	2510157	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001149	(8.21)	
	2510158	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001150	(8.15)	
	2510159	AP		Check Run 02-11-2021	San Diego Gas & Electric Check No 03001151	(8.41)	
	2510540	C3		Lock Box Receipts	003 Items on Lock Box File Lock Box Receipts	1,439.55	
02/12/2021	2511507	C3		Lock Box Receipts	001 Items on Lock Box File Lock Box Receipts	479.85	
02/13/2021	2511090	C3		ACH Payment	ATGPay Online Payment ACH Payment	479.85	
02/15/2021	2511559	C3		ACH Payment	ATGPay Online Payment ACH Payment	479.85	
02/16/2021	2513904	C3		Lock Box Receipts	001 Items on Lock Box File Lock Box Receipts	479.85	
02/18/2021	2515375	C3		Lock Box Receipts	001 Items on Lock Box File Lock Box Receipts	22.89	
02/19/2021	2515517	C3		ACH Payment	ATGPay Online Payment ACH Payment	73.22	
	2515687	C3		ACH Payment	ATGPay Online Payment ACH Payment	250.00	
	2515863	AP		Check Run 02-19-2021	Pacific Premier Bank Check No 03001152	(12,196.95)	
	2517166	C3		Lock Box Receipts	001 Items on Lock Box File Lock Box Receipts	479.85	
02/22/2021	2517775	AP		Check Run 02-22-2021	Animal Pest Management Check No 01001054	(529.00)	
	2517776	AP		Check Run 02-22-2021	Farmers Insurance Exchange Check No 01001055	(2,704.66)	
	2517777	AP		Check Run 02-22-2021	Harvest Landscape Check No 01001056	(12,470.40)	
	2517778	AP		Check Run 02-22-2021	James LeCourt Plumbing Check No 01001057	(4,287.50)	
	2517779	AP		Check Run 02-22-2021	Moulton Niguel Water District Check No 01001058	(1,473.55)	
	2517780	AP		Check Run 02-22-2021	Patrol Masters Inc. Check No 01001059	(1,471.98)	
	2517781	AP		Check Run 02-22-2021	Personal Touch Cleaning, Inc. Check No 01001060	(322.61)	
	2517782	AP		Check Run 02-22-2021	Superior Roofing Check No 01001061	(5,047.50)	
	2517783	AP		Check Run 02-22-2021	Aquarius Pool Service, Inc. Check No 01001062	(1,949.25)	
	2517784	AP		Check Run 02-22-2021	Professional Community Mgmt Check No 02000195	(2,769.67)	
	2517785	AP		Check Run 02-22-2021	Professional Community Mgmt Check No 02000196	(879.94)	
02/23/2021	2518636	AP		Check Run 02-23-2021	So Cal Gas Check No 01001063	(10.44)	
02/24/2021	2519513	C3		ACH Payment	ATGPay Online Payment ACH Payment	479.85	
	2520247	AP		Check Run 02-24-2021	San Diego Gas & Electric Check No 03001153	(8.38)	
	2520248	AP		Check Run 02-24-2021	Animal Pest Management Check No 01001064	(529.00)	
	2520249	AP		Check Run 02-24-2021	Harvest Landscape Check No 01001065	(12,470.00)	

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Assets</b>						
<b>1000 - Union Bank Operating - 3754 - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page: 90,312.00</b>
02/24/2021	2520250	AP Check Run 02-24-2021		James LeCourt Plumbing	Check No 01001066	(9,800.00)
	2520251	AP Check Run 02-24-2021		Service First Restoration Inc	Check No 01001067	(1,200.00)
	2520252	AP Check Run 02-24-2021		We Save Bees	Check No 01001068	(75.00)
	2520253	AP Check Run 02-24-2021		Superior Roofing	Check No 01001069	(31,300.00)
	2520254	AP Check Run 02-24-2021		Aquarius Pool Service, Inc.	Check No 01001070	(5,616.00)
	2520557	C3 Lock Box Receipts		001 Items on Lock Box File	Lock Box Receipts	70.00
02/25/2021	2521246	AP Laurelmont Community Assoc. MS RES 2		*VOID* Laurelmont Community Assoc. MS RE	Void Check: 1001025	256,030.95
02/26/2021	2521982	C3 ACH Payment		ATGPay Online Payment	ACH Payment	1,371.00
	2522094	AP Check Run 02-26-2021		Professional Community Mgmt	Check No 01001071	(4,150.01)
	2522793	C3 Lock Box Receipts		001 Items on Lock Box File	Lock Box Receipts	479.85
02/27/2021	2522327	C3 Cash Receipts		001 Items on Deposit Slip	Cash Receipts	415.00
02/28/2021	2537374	JE Draft Payment		Franchise Tax Expense	Batch 2332621	(288.73)
		Description:		Franchise Tax Expense	Batch 2332621	(44.85)
		Description:				
<b>Total February, 2021:</b>						<b>213,158.67</b>
<b>Ending Balance 1000 - Union Bank Operating - 3754 - Laurelmont Community Assoc.:</b>						<b>296,204.21</b>
<b>1300 - Union Bank MM - 2362 - Reserves</b>						<b>Opening Balance: 1,371,488.17</b>
02/26/2021	2523377	JE INTEREST EARNED		INTEREST EARNED UNION #2362	02-26-2021	526.13
		Description:				
<b>Total February, 2021:</b>						<b>526.13</b>
<b>Ending Balance 1300 - Union Bank MM - 2362 - Reserves:</b>						<b>1,372,014.30</b>
<b>1326 - Morgan Stanley MM - 2628 - Reserves</b>						<b>Opening Balance: 1,826,301.19</b>
02/25/2021	2521246	AP Laurelmont Community Assoc. MS RES 2		*VOID* Laurelmont Community Assoc. MS RE	Void Check: 1001025	(256,030.95)
02/28/2021	2537373	JE Morgan Stanley		Interest Income Earned	02/28/2021	12.08
		Description:				
<b>Total February, 2021:</b>						<b>(256,018.87)</b>
<b>Ending Balance 1326 - Morgan Stanley MM - 2628 - Reserves:</b>						<b>1,570,282.32</b>
<b>1500 - Residential Assessments Receivable - Laurelmont Community Assoc.</b>						<b>Opening Balance: 16,907.26</b>
02/01/2021	2481657	C3 Billing Batch		197 Units, Residential Assessment	Billing Batch	94,530.45
	2485885	C3 AR Adjustment - Residential Assessment		Adjust Account 00145-5706	AR Adjust Batch	(479.85)
	2485886	C3 AR Adjust Batch		Adjust Account 00242-0060	AR Adjust Batch	479.85
	2495567	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2496308	C3 AR Adjust Batch		Adjust Account 145-5719	AR Adjust Batch	250.00
	2496309	C3 AR Adjust Batch		Adjust Account 192-9261	AR Adjust Batch	250.00
	2496332	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Assets</b>						
<b>1500 - Residential Assessments Receivable - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page:</b>
						<b>110,978.01</b>
02/01/2021	2496901	C3 Lock Box Receipts		015 Items on Lock Box File	Lock Box Receipts	(7,095.20)
	2499684	RV System AR to Prepaid Reclassification		Reverse January AR Reclass to Prepaid	Reclass	(29,262.64)
02/02/2021	2497878	C3 Cash Receipts		001 Items on Deposit Slip	Cash Receipts	(479.85)
	2498098	C3 AR Adjustment - Compliance Fine		Adjust Account 00192-9261	AR Adjust Batch	(250.00)
	2498125	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2498295	C3 Lock Box Receipts		005 Items on Lock Box File	Lock Box Receipts	(2,398.40)
02/03/2021	2499306	C3 Lock Box Receipts		009 Items on Lock Box File	Lock Box Receipts	(3,884.50)
02/04/2021	2499430	C3 AR Adjustment - Residential Assessment		Adjust Account 00145-4820	AR Adjust Batch	(479.85)
	2499431	C3 AR Adjust Batch		Adjust Account 00242-2385	AR Adjust Batch	479.85
	2499436	C3 AR Adjustment - Late Interest		Adjust Account 00145-4820	AR Adjust Batch	(0.23)
	2499438	C3 AR Adjustment - Late Fee		Adjust Account 00145-4820	AR Adjust Batch	(2.29)
	2500942	C3 Lock Box Receipts		011 Items on Lock Box File	Lock Box Receipts	(5,765.05)
02/05/2021	2500802	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2501006	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2501012	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2501136	C3 Direct Debit		029 Items on Direct Debit	Direct Debit	(13,915.65)
	2501357	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2501371	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2501723	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2502005	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2502213	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2502588	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2502715	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2502825	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(457.00)
	2503133	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2503178	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2503613	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2503645	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2503995	C3 Credit Card Payment		ATGPay Online Payment	Credit Card Payment	(479.85)
	2504263	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2504363	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2504591	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2504795	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2504863	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2504918	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2504996	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2505004	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2505048	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2505206	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2505269	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2505468	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(457.00)
	2505549	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Assets</b>						
<b>1500 - Residential Assessments Receivable - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page:</b>
						<b>33,574.40</b>
02/05/2021	2505592	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2505762	C3 Lock Box Receipts		007 Items on Lock Box File	Lock Box Receipts	(3,261.40)
02/08/2021	2505886	C3 AR Adjustment - Reminder		Adjust Account 193-1479	AR Adjust Batch	25.00
	2505887	C3 AR Adjustment - Reminder		Adjust Account 145-4600	AR Adjust Batch	25.00
	2506035	C3 Credit Card Payment		ATGPay Online Payment	Credit Card Payment	(479.85)
	2507110	C3 Lock Box Receipts		008 Items on Lock Box File	Lock Box Receipts	(3,838.80)
02/09/2021	2508419	C3 Lock Box Receipts		007 Items on Lock Box File	Lock Box Receipts	(3,159.10)
02/10/2021	2499432	C3 Cash Receipts		001 Items on Deposit Slip	Cash Receipts	(457.00)
	2508495	C3 AR Adjustment - Reminder		Adjust Account 145-5256	AR Adjust Batch	25.00
	2508497	C3 AR Adjustment - Reminder		Adjust Account 145-5010	AR Adjust Batch	25.00
	2508500	C3 AR Adjustment - Reminder		Adjust Account 232-1020	AR Adjust Batch	25.00
	2508501	C3 AR Adjustment - Reminder		Adjust Account 145-4011	AR Adjust Batch	25.00
	2508502	C3 AR Adjustment - Reminder		Adjust Account 215-0301	AR Adjust Batch	25.00
	2508559	C3 AR Adjustment - Reminder		Adjust Account 212-7677	AR Adjust Batch	25.00
	2508680	C3 Cash Receipts		001 Items on Deposit Slip	Cash Receipts	(479.85)
	2509555	C3 Lock Box Receipts		005 Items on Lock Box File	Lock Box Receipts	(2,159.40)
02/11/2021	2510540	C3 Lock Box Receipts		003 Items on Lock Box File	Lock Box Receipts	(1,439.55)
02/12/2021	2511507	C3 Lock Box Receipts		001 Items on Lock Box File	Lock Box Receipts	(479.85)
02/13/2021	2511090	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
02/15/2021	2511559	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
02/16/2021	2513817	C3 AR Adjustment - Adjustment		Adjust Account 2321020	Adjustment	(2.29)
	2513904	C3 Lock Box Receipts		001 Items on Lock Box File	Lock Box Receipts	(479.85)
02/17/2021	2513947	C3 AR Adjustment - 1/30/21		Adjust Account 2321020	1/30/21	(0.23)
	2514146	C3 AR Adjustment - Late Interest		Adjust Account 00145-4011	AR Adjust Batch	(0.01)
	2514147	C3 AR Adjustment - Late Fee		Adjust Account 00145-4011	AR Adjust Batch	(0.09)
02/18/2021	2515375	C3 Lock Box Receipts		001 Items on Lock Box File	Lock Box Receipts	(22.89)
02/19/2021	2515184	C3 AR Adjustment - 8/28/18		Adjust Account 2211910	8/28/18	(25.00)
	2515187	C3 AR Adjustment - 2/10/21		Adjust Account 1454011	2/10/21	(25.00)
	2515517	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(73.22)
	2515687	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(250.00)
	2517166	C3 Lock Box Receipts		001 Items on Lock Box File	Lock Box Receipts	(479.85)
02/24/2021	2519513	C3 ACH Payment		ATGPay Online Payment	ACH Payment	(479.85)
	2520119	C3 AR Adjustment - Late Fee		Adjust Account 00145-4600	AR Adjust Batch	(47.99)
	2520120	C3 AR Adjustment - Late Interest		Adjust Account 00145-4600	AR Adjust Batch	(4.80)
	2520122	C3 AR Adjustment - Late Interest		Adjust Account 00145-4600	AR Adjust Batch	(9.14)
	2520123	C3 AR Adjustment - Late Fee		Adjust Account 00145-4600	AR Adjust Batch	(45.70)
	2520124	C3 AR Adjustment - Late Interest		Adjust Account 00145-4600	AR Adjust Batch	(4.57)
	2520125	C3 AR Adjustment - Late Fee		Adjust Account 00145-4600	AR Adjust Batch	(45.70)
	2520126	C3 AR Adjustment - Late Interest		Adjust Account 00145-4600	AR Adjust Batch	(4.57)
	2520127	C3 AR Adjustment - Late Fee		Adjust Account 00145-4600	AR Adjust Batch	(45.70)
	2520128	C3 AR Adjustment - Late Interest		Adjust Account 00145-4600	AR Adjust Batch	(4.57)
	2520129	C3 AR Adjustment - Late Fee		Adjust Account 00145-4600	AR Adjust Batch	(45.70)



**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Assets</b>						
<b>1500 - Residential Assessments Receivable - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page: 14,483.33</b>
02/24/2021	2520130	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	(4.57)
	2520131	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	(10.00)
	2520132	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	(45.70)
	2520133	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	(4.57)
	2520451	C3	AR Adjustment - Adjustment	Adjust Account 2150301	Adjustment	(2.29)
	2520452	C3	AR Adjustment - Adjustment	Adjust Account 2150301	Adjustment	(0.23)
	2520557	C3	Lock Box Receipts	001 Items on Lock Box File	Lock Box Receipts	(70.00)
02/26/2021	2521982	C3	ACH Payment	ATGPay Online Payment	ACH Payment	(1,371.00)
	2522793	C3	Lock Box Receipts	001 Items on Lock Box File	Lock Box Receipts	(479.85)
02/27/2021	2522327	C3	Cash Receipts	001 Items on Deposit Slip	Cash Receipts	(415.00)
02/28/2021	2527285	RV	System AR to Prepaid Reclassification	February AR Reclass to Prepaid	Reclass	5,366.63
<b>Total February, 2021:</b>						<b>539.49</b>
<b>Ending Balance 1500 - Residential Assessments Receivable - Laurelmont Community Assoc.:</b>						<b>17,446.75</b>
<b>1530 - Allowance for Doubtful accounts - Laurelmont Community Assoc.</b>						<b>Opening Balance: (12,100.37)</b>
No Activity this period						0.00
						<u>0.00</u>
<b>Ending Balance 1530 - Allowance for Doubtful accounts - Laurelmont Community Assoc.:</b>						<b>(12,100.37)</b>
<b>1600 - Prepaid Insurance - Laurelmont Community Assoc.</b>						<b>Opening Balance: 8,133.70</b>
02/28/2021	2537415	JE	Monthly insurance amortization	Farmers_Habitational	03/31/20-03/31/21	(2,651.25)
			Description:	Farmers_Worker Compensation	03/31/20-03/31/21	(47.42)
			Description:	Kirk Miller_Umbrella	03/31/20-03/31/21	(95.83)
			Description:	J.Morey_Earthquake/Flood	03/31/20-03/31/21	(1,272.33)
			Description:			
<b>Total February, 2021:</b>						<b>(4,066.83)</b>
<b>Ending Balance 1600 - Prepaid Insurance - Laurelmont Community Assoc.:</b>						<b>4,066.87</b>
<b>1640 - Other Prepaid Expenses - Laurelmont Community Assoc.</b>						<b>Opening Balance: 25.55</b>
No Activity this period						0.00
						<u>0.00</u>
<b>Ending Balance 1640 - Other Prepaid Expenses - Laurelmont Community Assoc.:</b>						<b>25.55</b>

# General Ledger Report

## Laurelmont Community Association

From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Assets</b>						
<b>1650 - Due To/From Reserves - Laurelmont Community Assoc.</b>						
02/28/2021	2537419	JE Reserve Contribution		Monthly Reserve Contribution	February 2021	Opening Balance: (135,273.83)
		Description:				(40,000.00)
	2537477	JE Reclasses		DTDF - To clear due to/from	Batch 2472643	(256,030.95)
		Description:				
<b>Total February, 2021:</b>						<b>(296,030.95)</b>
<b>Ending Balance 1650 - Due To/From Reserves - Laurelmont Community Assoc.:</b>						<b>(431,304.78)</b>
<b>1651 - Due To/From Operating - Reserves</b>						
02/28/2021	2537419	JE Reserve Contribution		Monthly Reserve Contribution	February 2021	Opening Balance: 135,273.83
		Description:				40,000.00
	2537477	JE Reclasses		DTDF - To clear due to/from	Batch 2472643	256,030.95
		Description:				
<b>Total February, 2021:</b>						<b>296,030.95</b>
<b>Ending Balance 1651 - Due To/From Operating - Reserves:</b>						<b>431,304.78</b>
<b>1799 - Clearing/Suspense Account - Laurelmont Community Assoc.</b>						
No Activity this period						Opening Balance: 1,155.00
						0.00
						<b>0.00</b>
<b>Ending Balance 1799 - Clearing/Suspense Account - Laurelmont Community Assoc.:</b>						<b>1,155.00</b>
<b>Liabilities</b>						
<b>2000 - Accounts Payable - Laurelmont Community Assoc.</b>						
02/01/2021	2517743	AP Animal Pest Management				Opening Balance: 0.00
	2517745	AP Harvest Landscape		landscape maintenance		(529.00)
	2517746	AP James LeCourt Plumbing		17 Willowood - Mainline Inspection		(12,470.40)
	2517747	AP James LeCourt Plumbing		69 Primrose - Hydrojet & Camera		(875.00)
	2517763	AP Patrol Masters Inc.		Parking Patrol		(1,675.00)
	2517764	AP Patrol Masters Inc.		security		(718.04)
	2517766	AP Superior Roofing		10 Willowood - Roof Repairs		(753.94)
	2517767	AP Superior Roofing		10 Willowood - Inspection		(1,550.00)
	2517770	AP Aquarius Pool Service, Inc.		January Service		(195.00)
	2517773	AP Professional Community Mgmt		Mgmt Fees For February 2021		(450.00)
	2517774	AP Professional Community Mgmt		Standard #10 Envelope with Window		(2,769.67)
				Postage First Class - 1oz.		(3.98)
				Electronic Billing Statement		(13.75)
				Black & White Copy		(17.25)
				AP Check Stock		(88.10)
				Scanned Document		(13.00)
				Billing Statement		(8.25)
						(436.80)

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Liabilities</b>						
<b>2000 - Accounts Payable - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page:</b>
02/01/2021	2517774	AP Professional Community Mgmt		Bulk Postage		(10.11)
				Meeting Attendance		(187.50)
				Electronic Data Storage		(30.00)
				Standard #10 Envelope without Window		(3.00)
				Envelope 9 x 12		(3.00)
				Late Notice		(50.00)
				Record Storage		(15.20)
	2520235	AP Animal Pest Management				(529.00)
	2520245	AP Aquarius Pool Service, Inc.		pool service		(450.00)
02/03/2021	2520241	AP Service First Restoration Inc		65 Pepperwood - Interior Repairs		(1,200.00)
02/04/2021	2517765	AP Personal Touch Cleaning, Inc.		supplies		(17.61)
				service		(305.00)
	2520236	AP Harvest Landscape		landscape maintenance		(12,470.00)
02/05/2021	2520246	AP Aquarius Pool Service, Inc.		Auto Chem Installation		(5,166.00)
02/09/2021	2515862	AP Pacific Premier Bank		1070097716		(4,215.49)
				1070097716		(7,981.46)
	2517771	AP Aquarius Pool Service, Inc.		maintenance		(799.50)
	2520243	AP Superior Roofing		29 Pepperwood - Roof Repairs		(1,500.00)
02/10/2021	2510136	AP San Diego Gas & Electric		Laurelmont Comm Assoc D	2090 953 158 8	(326.18)
	2510137	AP San Diego Gas & Electric		Laurelmont Tr 12229 #2 D	6590 997 252 2	(57.75)
	2510138	AP San Diego Gas & Electric		laurelmont #5 & #6 D	5466 026 652 2	(183.30)
	2510139	AP San Diego Gas & Electric		90 1/2 Willowood Hm	5733 207 429 9	(8.18)
	2510140	AP San Diego Gas & Electric		69 1/2 Willowood Hm	7983 222 856 3	(8.15)
	2510141	AP San Diego Gas & Electric		100 Willowood Rec	4608 200 802 9	(808.07)
	2510142	AP San Diego Gas & Electric		19 1/2 Pepperwood Hm	3483 193 454 7	(8.17)
	2510143	AP San Diego Gas & Electric		18 1/2 Primrose Hm	9108 127 303 4	(8.15)
	2510144	AP San Diego Gas & Electric		26634 Primrose Hm	9108 119 954 4	(8.15)
	2510145	AP San Diego Gas & Electric		19 1/2 Willowood Hm	1233 258 879 8	(8.21)
	2510146	AP San Diego Gas & Electric		69 1/2 Primrose Hm	4608 096 433 0	(8.15)
	2510147	AP San Diego Gas & Electric		59 1/2 Pepperwood Hm	7983 156 704 5	(8.41)
02/11/2021	2510148	AP San Diego Gas & Electric		Laurelmont Comm Assoc D	2090 953 158 8	326.18
	2510149	AP San Diego Gas & Electric		Laurelmont Tr 12229 #2 D	6590 997 252 2	57.75
	2510150	AP San Diego Gas & Electric		laurelmont #5 & #6 D	5466 026 652 2	183.30
	2510151	AP San Diego Gas & Electric		90 1/2 Willowood Hm	5733 207 429 9	8.18
	2510152	AP San Diego Gas & Electric		69 1/2 Willowood Hm	7983 222 856 3	8.15
	2510153	AP San Diego Gas & Electric		100 Willowood Rec	4608 200 802 9	808.07
	2510154	AP San Diego Gas & Electric		19 1/2 Pepperwood Hm	3483 193 454 7	8.17
	2510155	AP San Diego Gas & Electric		18 1/2 Primrose Hm	9108 127 303 4	8.15
	2510156	AP San Diego Gas & Electric		26634 Primrose Hm	9108 119 954 4	8.15
	2510157	AP San Diego Gas & Electric		19 1/2 Willowood Hm	1233 258 879 8	8.21
	2510158	AP San Diego Gas & Electric		69 1/2 Primrose Hm	4608 096 433 0	8.15
	2510159	AP San Diego Gas & Electric		59 1/2 Pepperwood Hm	7983 156 704 5	8.41

# General Ledger Report

## Laurelmont Community Association

From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Liabilities</b>						
<b>2000 - Accounts Payable - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page: (57,500.05)</b>
02/11/2021	2517748	AP James LeCourt Plumbing		67 Primrose - Inspection		(275.00)
	2517749	AP James LeCourt Plumbing		64 Willowood - Service Call		(325.00)
	2517750	AP James LeCourt Plumbing		78 Primrose - Service Call		(187.50)
02/12/2021	2517768	AP Superior Roofing		61 Pepperwood - Mastic Repairs		(502.50)
02/13/2021	2517744	AP Farmers Insurance Exchange		Multi Policies		(2,704.66)
	2517772	AP Aquarius Pool Service, Inc.		maintenance		(699.75)
	2520242	AP We Save Bees		12 Pepperwood - Emergency Call		(75.00)
	2520244	AP Superior Roofing		maintenance		(29,800.00)
02/15/2021	2517751	AP James LeCourt Plumbing		17 Willowood - Service Call		(475.00)
	2517752	AP James LeCourt Plumbing		56 Pepperwood - Service Call		(475.00)
	2517769	AP Superior Roofing		8 Willowood - Roof Repairs		(2,800.00)
02/16/2021	2520237	AP James LeCourt Plumbing		31 Primrose - Pipe Rplc		(4,900.00)
02/17/2021	2520238	AP James LeCourt Plumbing		58 Willowood - Gas Line Repairs		(3,850.00)
02/18/2021	2520239	AP James LeCourt Plumbing		58 Willowood - Temp Water Heater		(575.00)
02/19/2021	2515863	AP Pacific Premier Bank		1070097716		7,981.46
				1070097716		4,215.49
	2517753	AP Moulton Niguel Water District		84 WILLWOOD I/F/O, AV	63447	(45.23)
	2517754	AP Moulton Niguel Water District		59 PEPPERWOOD I/F/O , LH	63445	(89.41)
	2517755	AP Moulton Niguel Water District		17 PEPPERWOOD I/F/O , LH	63446	(120.17)
	2517756	AP Moulton Niguel Water District		67 WILLWOOD I/F/O, LH	63448	(311.65)
	2517757	AP Moulton Niguel Water District		31 PRIMROSE, Next To, LH	63443	(197.60)
	2517758	AP Moulton Niguel Water District		WILLWOOD W/S OF REC CENER, LH	63450	(49.96)
	2517759	AP Moulton Niguel Water District		10 PRIMROSE I/F/O, LH	63444	(268.59)
	2517760	AP Moulton Niguel Water District		63 PRIMROSE, ACROSS FROM, LH	63441	(182.62)
	2517761	AP Moulton Niguel Water District		WILLWOOD W/S REC CTR POOL, LH	63451	(27.82)
	2517762	AP Moulton Niguel Water District		WILLWOOD N/E SIDE, LH	63449	(180.50)
	2520240	AP James LeCourt Plumbing		58 Willowood - Gas Line Svc. Call		(475.00)
02/20/2021	2518635	AP So Cal Gas		100 Willowood Rec Rm	198 709 1700 2	(10.44)
02/22/2021	2517775	AP Animal Pest Management				529.00
	2517776	AP Farmers Insurance Exchange		Multi Policies		2,704.66
	2517777	AP Harvest Landscape		landscape maintenance		12,470.40
	2517778	AP James LeCourt Plumbing		17 Willowood - Mainline Inspection		875.00
				69 Primrose - Hydrojet & Camera		1,675.00
				67 Primrose - Inspection		275.00
				64 Willowood - Service Call		325.00
				78 Primrose - Service Call		187.50
				17 Willowood - Service Call		475.00
				56 Pepperwood - Service Call		475.00
	2517779	AP Moulton Niguel Water District		84 WILLWOOD I/F/O, AV	63447	45.23
				59 PEPPERWOOD I/F/O , LH	63445	89.41
				17 PEPPERWOOD I/F/O , LH	63446	120.17
				67 WILLWOOD I/F/O, LH	63448	311.65

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount	
<b>Liabilities</b>							
<b>2000 - Accounts Payable - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page:</b>	<b>(74,348.48)</b>
02/22/2021	2517779	AP Moulton Niguel Water District		31 PRIMROSE, Next To, LH	63443	197.60	
				WILLWOOD W/S OF REC CENER, LH	63450	49.96	
				10 PRIMROSE I/F/O, LH	63444	268.59	
				63 PRIMROSE, ACROSS FROM, LH	63441	182.62	
				WILLWOOD W/S REC CTR POOL, LH	63451	27.82	
				WILLWOOD N/E SIDE, LH	63449	180.50	
	2517780	AP Patrol Masters Inc.		Parking Patrol		718.04	
				security		753.94	
	2517781	AP Personal Touch Cleaning, Inc.		service		305.00	
				supplies		17.61	
	2517782	AP Superior Roofing		10 Willowood - Roof Repairs		1,550.00	
				10 Willowood - Inspection		195.00	
				61 Pepperwood - Mastic Repairs		502.50	
				8 Willowood - Roof Repairs		2,800.00	
	2517783	AP Aquarius Pool Service, Inc.		January Service		450.00	
				maintenance		799.50	
				maintenance		699.75	
	2517784	AP Professional Community Mgmt		Mgmt Fees For February 2021		2,769.67	
	2517785	AP Professional Community Mgmt		AP Check Stock		13.00	
				Billing Statement		436.80	
				Black & White Copy		88.10	
				Bulk Postage		10.11	
				Electronic Billing Statement		17.25	
				Electronic Data Storage		30.00	
				Envelope 9 x 12		3.00	
				Late Notice		50.00	
				Meeting Attendance		187.50	
				Postage First Class - 1oz.		13.75	
				Record Storage		15.20	
				Scanned Document		8.25	
				Standard #10 Envelope with Window		3.98	
				Standard #10 Envelope without Window		3.00	
02/23/2021	2518636	AP So Cal Gas		100 Willowood Rec Rm	198 709 1700 2	10.44	
02/24/2021	2520234	AP San Diego Gas & Electric		83 Willowood Hm	3483 215 508 4	(8.38)	
	2520247	AP San Diego Gas & Electric		83 Willowood Hm	3483 215 508 4	8.38	
	2520248	AP Animal Pest Management				529.00	
	2520249	AP Harvest Landscape		landscape maintenance		12,470.00	
	2520250	AP James LeCourt Plumbing		31 Primrose - Pipe Rplc		4,900.00	
				58 Willowood - Gas Line Repairs		3,850.00	
				58 Willowood - Temp Water Heater		575.00	
				58 Willowood - Gas Line Svc. Call		475.00	
	2520251	AP Service First Restoration Inc		65 Pepperwood - Interior Repairs		1,200.00	

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Liabilities</b>						
<b>2000 - Accounts Payable - Laurelmont Community Assoc.</b>						
						<b>Balance From Previous Page:</b>
						<b>(36,991.00)</b>
02/24/2021	2520252	AP We Save Bees		12 Pepperwood - Emergency Call		75.00
	2520253	AP Superior Roofing		29 Pepperwood - Roof Repairs		1,500.00
				maintenance		29,800.00
	2520254	AP Aquarius Pool Service, Inc.		pool service		450.00
				Auto Chem Installation		5,166.00
02/25/2021	2522093	AP Professional Community Mgmt		Record Storage		(2,409.00)
				Meeting Attendance		(187.50)
				Black & White Copy		(133.25)
				Envelope 9 x 12		(3.00)
				Scanned Document		(7.25)
				AP Check Stock		(13.00)
				Postage First Class - 1oz.		(17.81)
				Standard #10 Envelope with Window		(4.20)
				Late Notice		(225.00)
				1099/6, Tax Processing		(120.00)
				Departure/Transition Fee		(1,000.00)
				Electronic Data Storage		(30.00)
02/26/2021	2522094	AP Professional Community Mgmt		1099/6, Tax Processing		120.00
				AP Check Stock		13.00
				Black & White Copy		133.25
				Departure/Transition Fee		1,000.00
				Electronic Data Storage		30.00
				Envelope 9 x 12		3.00
				Late Notice		225.00
				Meeting Attendance		187.50
				Postage First Class - 1oz.		17.81
				Record Storage		2,409.00
				Scanned Document		7.25
				Standard #10 Envelope with Window		4.20
						<b>Total February, 2021:</b>
						<b>0.00</b>
						<b>Ending Balance 2000 - Accounts Payable - Laurelmont Community Assoc.:</b>
						<b>0.00</b>
<b>2010 - Delinquency Fee Payable - Laurelmont Community Assoc.</b>						
						<b>Opening Balance:</b>
						<b>(1,540.00)</b>
02/01/2021	2517774	AP Professional Community Mgmt		Late Notice		50.00
02/08/2021	2505886	C3 AR Adjustment - Reminder		Adjust Account 193-1479	AR Adjust Batch	(25.00)
	2505887	C3 AR Adjustment - Reminder		Adjust Account 145-4600	AR Adjust Batch	(25.00)
02/10/2021	2508495	C3 AR Adjustment - Reminder		Adjust Account 145-5256	AR Adjust Batch	(25.00)
	2508497	C3 AR Adjustment - Reminder		Adjust Account 145-5010	AR Adjust Batch	(25.00)
	2508500	C3 AR Adjustment - Reminder		Adjust Account 232-1020	AR Adjust Batch	(25.00)
	2508501	C3 AR Adjustment - Reminder		Adjust Account 145-4011	AR Adjust Batch	(25.00)
	2508502	C3 AR Adjustment - Reminder		Adjust Account 215-0301	AR Adjust Batch	(25.00)

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Date	Batch	Source	Project	Description	Reference	Amount
<b>Liabilities</b>						
<b>2010 - Delinquency Fee Payable - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page: (1,665.00)</b>
02/10/2021	2508559	C3		AR Adjustment - Reminder	Adjust Account 212-7677	AR Adjust Batch (25.00)
02/19/2021	2515184	C3		AR Adjustment - 8/28/18	Adjust Account 2211910	8/28/18 25.00
	2515187	C3		AR Adjustment - 2/10/21	Adjust Account 1454011	2/10/21 25.00
02/25/2021	2522093	AP		Professional Community Mgmt	Late Notice	225.00
<b>Total February, 2021:</b>						<b>125.00</b>
<b>Ending Balance 2010 - Delinquency Fee Payable - Laurelmont Community Assoc.:</b>						<b>(1,415.00)</b>
<b>2060 - Insurance Payable - Laurelmont Community Assoc.</b>						<b>Opening Balance: (6,531.72)</b>
02/28/2021	2537417	JE		Monthly insurance amortization	Farmers Insurance Exchange	INS02212705 2,704.66
				Description:		
<b>Total February, 2021:</b>						<b>2,704.66</b>
<b>Ending Balance 2060 - Insurance Payable - Laurelmont Community Assoc.:</b>						<b>(3,827.06)</b>
<b>2200 - Federal Tax Payable - Laurelmont Community Assoc.</b>						<b>Opening Balance: (4,409.00)</b>
No Activity this period						0.00
<b>Total February, 2021:</b>						<b>0.00</b>
<b>Ending Balance 2200 - Federal Tax Payable - Laurelmont Community Assoc.:</b>						<b>(4,409.00)</b>
<b>2205 - FrancxhiseTax Payable - Laurelmont Community Assoc.</b>						<b>Opening Balance: (1,480.00)</b>
No Activity this period						0.00
<b>Total February, 2021:</b>						<b>0.00</b>
<b>Ending Balance 2205 - FrancxhiseTax Payable - Laurelmont Community Assoc.:</b>						<b>(1,480.00)</b>
<b>2395 - Other Accrued Expenses - Laurelmont Community Assoc.</b>						<b>Opening Balance: (13,978.00)</b>
02/01/2021	2509605	RV		Accrued Expenses	Accrued Expense Payable	01/31/2021 13,978.00
				Description:		
02/28/2021	2537426	RV		Automated Accruals Posted 3/4/2021	Accrue Moulton Niguel Water District	U022189-3452 (88.75)
				Description: 3.4.2021.PRO.250		
<b>Total February, 2021:</b>						<b>13,889.25</b>
<b>Ending Balance 2395 - Other Accrued Expenses - Laurelmont Community Assoc.:</b>						<b>(88.75)</b>
<b>2550 - Prepaid Assessments - Laurelmont Community Assoc.</b>						<b>Opening Balance: (29,262.64)</b>
02/01/2021	2499684	RV		System AR to Prepaid Reclassification	Reverse January AR Reclass to Prepaid	Reclass 29,262.64

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Date	Batch	Source	Project	Description	Reference	Amount
<b>Liabilities</b>						
<b>2550 - Prepaid Assessments - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page: 0.00</b>
02/28/2021	2527285	RV System AR to Prepaid Reclassification		February AR Reclass to Prepaid	Reclass	(5,366.63)
<b>Total February, 2021:</b>						<b>23,896.01</b>
<b>Ending Balance 2550 - Prepaid Assessments - Laurelmont Community Assoc.:</b>						<b>(5,366.63)</b>
<b>2800 - Pacific Premier - Repipe Project Loan - Laurelmont Community Assoc.</b>						<b>Opening Balance: (877,314.12)</b>
02/09/2021	2515862	AP Pacific Premier Bank		1070097716		7,981.46
<b>Total February, 2021:</b>						<b>7,981.46</b>
<b>Ending Balance 2800 - Pacific Premier - Repipe Project Loan - Laurelmont Community Assoc.:</b>						<b>(869,332.66)</b>
<b>Owners' Equity</b>						
<b>3000 - Owners Equity - Prior Years - Laurelmont Community Assoc.</b>						<b>Opening Balance: 984,054.36</b>
No Activity this period						0.00
						0.00
<b>Ending Balance 3000 - Owners Equity - Prior Years - Laurelmont Community Assoc.:</b>						<b>984,054.36</b>
<b>3005 - Equity Adjustments - Prior Periods - Laurelmont Community Assoc.</b>						<b>Opening Balance: (167.84)</b>
No Activity this period						0.00
						0.00
<b>Ending Balance 3005 - Equity Adjustments - Prior Periods - Laurelmont Community Assoc.:</b>						<b>(167.84)</b>
<b>3136 - Contingency Reserves - Reserves</b>						<b>Opening Balance: (91,390.32)</b>
No Activity this period						0.00
						0.00
<b>Ending Balance 3136 - Contingency Reserves - Reserves:</b>						<b>(91,390.32)</b>
<b>3138 - Cooling System Reserves - Reserves</b>						<b>Opening Balance: (18,758.17)</b>
No Activity this period						0.00
						0.00
<b>Ending Balance 3138 - Cooling System Reserves - Reserves:</b>						<b>(18,758.17)</b>



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Date	Batch	Source	Project	Description	Reference	Amount
<b>Owners' Equity</b>						
<b>3146 - Doors Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (64,338.38)
						0.00
						0.00
					Ending Balance 3146 - Doors Reserves - Reserves:	<u>(64,338.38)</u>
<b>3154 - Fences, Gates/Walls Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (376,440.87)
						0.00
						0.00
					Ending Balance 3154 - Fences, Gates/Walls Reserves - Reserves:	<u>(376,440.87)</u>
<b>3170 - Gas Lines Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (152,217.50)
						0.00
						0.00
					Ending Balance 3170 - Gas Lines Reserves - Reserves:	<u>(152,217.50)</u>
<b>3182 - Tree Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (40,048.27)
						0.00
						0.00
					Ending Balance 3182 - Tree Reserves - Reserves:	<u>(40,048.27)</u>
<b>3188 - Interest Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (52,280.04)
						0.00
						0.00
					Ending Balance 3188 - Interest Reserves - Reserves:	<u>(52,280.04)</u>
<b>3190 - Irrigation Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (55,413.33)
						0.00
						0.00
					Ending Balance 3190 - Irrigation Reserves - Reserves:	<u>(55,413.33)</u>
<b>3192 - Landscape Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (7,781.34)
						0.00
						0.00
					Ending Balance 3192 - Landscape Reserves - Reserves:	<u>(7,781.34)</u>

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Date	Batch	Source	Project	Description	Reference	Amount
<b>Owners' Equity</b>						
<b>3198 - Lighting Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (12,926.32)
						0.00
						<u>0.00</u>
					<b>Ending Balance 3198 - Lighting Reserves - Reserves:</b>	<u><u>(12,926.32)</u></u>
<b>3206 - Mailbox Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (23,402.05)
						0.00
						<u>0.00</u>
					<b>Ending Balance 3206 - Mailbox Reserves - Reserves:</b>	<u><u>(23,402.05)</u></u>
<b>3218 - Painting Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (407,252.50)
						0.00
						<u>0.00</u>
					<b>Ending Balance 3218 - Painting Reserves - Reserves:</b>	<u><u>(407,252.50)</u></u>
<b>3222 - Termite Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (33,938.57)
						0.00
						<u>0.00</u>
					<b>Ending Balance 3222 - Termite Reserves - Reserves:</b>	<u><u>(33,938.57)</u></u>
<b>3224 - Plumbing Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (112,398.96)
						0.00
						<u>0.00</u>
					<b>Ending Balance 3224 - Plumbing Reserves - Reserves:</b>	<u><u>(112,398.96)</u></u>
<b>3228 - Pools &amp; Spas Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (84,824.13)
						0.00
						<u>0.00</u>
					<b>Ending Balance 3228 - Pools &amp; Spas Reserves - Reserves:</b>	<u><u>(84,824.13)</u></u>
<b>3240 - Roof Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (1,354,864.40)
						0.00
						<u>0.00</u>
					<b>Ending Balance 3240 - Roof Reserves - Reserves:</b>	<u><u>(1,354,864.40)</u></u>

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Date	Batch	Source	Project	Description	Reference	Amount
<b>Owners' Equity</b>						
<b>3248 - Siding/Wood Replacement - Reserves</b>						
				No Activity this period		Opening Balance: (189,534.24)
						0.00
						0.00
					Ending Balance 3248 - Siding/Wood Replacement - Reserves:	(189,534.24)
<b>3250 - Signs Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (4,853.56)
						0.00
						0.00
					Ending Balance 3250 - Signs Reserves - Reserves:	(4,853.56)
<b>3256 - Street Reserves - Reserves</b>						
				No Activity this period		Opening Balance: (217,292.44)
						0.00
						0.00
					Ending Balance 3256 - Street Reserves - Reserves:	(217,292.44)
<b>3260 - Tax Reserves - Reserves</b>						
				No Activity this period		Opening Balance: 7,451.00
						0.00
						0.00
					Ending Balance 3260 - Tax Reserves - Reserves:	7,451.00
<b>Income</b>						
<b>4000 - Residential Assessments - Laurelmont Community Assoc.</b>						
02/01/2021	2481657	C3 Billing Batch		197 Units, Residential Assessment	Billing Batch	Opening Balance: (94,530.45)
	2485885	C3 AR Adjustment - Residential Assessment		Adjust Account 00145-5706	AR Adjust Batch	(94,530.45)
	2485886	C3 AR Adjust Batch		Adjust Account 00242-0060	AR Adjust Batch	479.85
02/04/2021	2499430	C3 AR Adjustment - Residential Assessment		Adjust Account 00145-4820	AR Adjust Batch	(479.85)
	2499431	C3 AR Adjust Batch		Adjust Account 00242-2385	AR Adjust Batch	479.85
					AR Adjust Batch	(479.85)
					<b>Total February, 2021:</b>	<b>(94,530.45)</b>
					<b>Ending Balance 4000 - Residential Assessments - Laurelmont Community Assoc.:</b>	<b>(189,060.90)</b>
<b>4710 - Late Fees &amp; Interest - Laurelmont Community Assoc.</b>						
02/04/2021	2499436	C3 AR Adjustment - Late Interest		Adjust Account 00145-4820	AR Adjust Batch	Opening Balance: (390.18)
	2499438	C3 AR Adjustment - Late Fee		Adjust Account 00145-4820	AR Adjust Batch	0.23
02/16/2021	2513817	C3 AR Adjustment - Adjustment		Adjust Account 2321020	Adjustment	2.29
02/17/2021	2513947	C3 AR Adjustment - 1/30/21		Adjust Account 2321020	1/30/21	2.29
	2514146	C3 AR Adjustment - Late Interest		Adjust Account 00145-4011	AR Adjust Batch	0.23
	2514147	C3 AR Adjustment - Late Fee		Adjust Account 00145-4011	AR Adjust Batch	0.01
					AR Adjust Batch	0.09

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Date	Batch	Source	Project	Description	Reference	Amount
<b>Income</b>						
<b>4710 - Late Fees &amp; Interest - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page: (385.04)</b>
02/24/2021	2520119	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	47.99
	2520120	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	4.80
	2520122	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	9.14
	2520123	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	45.70
	2520124	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	4.57
	2520125	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	45.70
	2520126	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	4.57
	2520127	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	45.70
	2520128	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	4.57
	2520129	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	45.70
	2520130	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	4.57
	2520131	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	10.00
	2520132	C3	AR Adjustment - Late Fee	Adjust Account 00145-4600	AR Adjust Batch	45.70
	2520133	C3	AR Adjustment - Late Interest	Adjust Account 00145-4600	AR Adjust Batch	4.57
	2520451	C3	AR Adjustment - Adjustment	Adjust Account 2150301	Adjustment	2.29
	2520452	C3	AR Adjustment - Adjustment	Adjust Account 2150301	Adjustment	0.23
<b>Total February, 2021:</b>						<b>330.94</b>
<b>Ending Balance 4710 - Late Fees &amp; Interest - Laurelmont Community Assoc.:</b>						<b>(59.24)</b>
<b>4810 - Compliance Fines - Laurelmont Community Assoc.</b>						<b>Opening Balance: 0.00</b>
02/01/2021	2496308	C3	AR Adjust Batch	Adjust Account 145-5719	AR Adjust Batch	(250.00)
	2496309	C3	AR Adjust Batch	Adjust Account 192-9261	AR Adjust Batch	(250.00)
02/02/2021	2498098	C3	AR Adjustment - Compliance Fine	Adjust Account 00192-9261	AR Adjust Batch	250.00
<b>Total February, 2021:</b>						<b>(250.00)</b>
<b>Ending Balance 4810 - Compliance Fines - Laurelmont Community Assoc.:</b>						<b>(250.00)</b>
<b>4905 - Reserve Contribution Income - Reserves</b>						<b>Opening Balance: (40,000.00)</b>
02/28/2021	2537419	JE	Reserve Contribution	Monthly Reserve Contribution	February 2021	(40,000.00)
			Description:			
<b>Total February, 2021:</b>						<b>(40,000.00)</b>
<b>Ending Balance 4905 - Reserve Contribution Income - Reserves:</b>						<b>(80,000.00)</b>
<b>4910 - Interest Earned - Reserve Accounts - Reserves</b>						<b>Opening Balance: (558.80)</b>
02/26/2021	2523377	JE	INTEREST EARNED	INTEREST EARNED UNION #2362	02-26-2021	(526.13)
			Description:			

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<b>Income</b>							
<b>4910 - Interest Earned - Reserve Accounts - Reserves</b>						<b>Balance From Previous Page:</b>	<b>(1,084.93)</b>
02/28/2021	2537373	JE Morgan Stanley Description:		Interest Income Earned	02/28/2021	(12.08)	
						<b>Total February, 2021:</b>	<b>(538.21)</b>
<b>Ending Balance 4910 - Interest Earned - Reserve Accounts - Reserves:</b>						<b>(1,097.01)</b>	
<b>Expenses</b>							
<b>5000 - General Administrative - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>0.00</b>
02/01/2021	2517774	AP Professional Community Mgmt		Meeting Attendance		187.50	
02/25/2021	2522093	AP Professional Community Mgmt		Meeting Attendance		187.50	
						<b>Total February, 2021:</b>	<b>375.00</b>
<b>Ending Balance 5000 - General Administrative - Laurelmont Community Assoc.:</b>						<b>375.00</b>	
<b>5060 - Interest Incurred - Repipe Project - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>4,253.66</b>
02/09/2021	2515862	AP Pacific Premier Bank		1070097716		4,215.49	
						<b>Total February, 2021:</b>	<b>4,215.49</b>
<b>Ending Balance 5060 - Interest Incurred - Repipe Project - Laurelmont Community Assoc.:</b>						<b>8,469.15</b>	
<b>5090 - Office Supplies - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>0.00</b>
02/01/2021	2517774	AP Professional Community Mgmt		Standard #10 Envelope with Window		3.98	
				Electronic Billing Statement		17.25	
				AP Check Stock		13.00	
				Billing Statement		436.80	
				Standard #10 Envelope without Window		3.00	
				Envelope 9 x 12		3.00	
02/25/2021	2522093	AP Professional Community Mgmt		Envelope 9 x 12		3.00	
				AP Check Stock		13.00	
				Standard #10 Envelope with Window		4.20	
				Departure/Transition Fee		1,000.00	
						<b>Total February, 2021:</b>	<b>1,497.23</b>
<b>Ending Balance 5090 - Office Supplies - Laurelmont Community Assoc.:</b>						<b>1,497.23</b>	
<b>5100 - Records Storage - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>0.00</b>
02/01/2021	2517774	AP Professional Community Mgmt		Electronic Data Storage		30.00	
				Record Storage		15.20	
02/25/2021	2522093	AP Professional Community Mgmt		Record Storage		2,409.00	

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<b>Expenses</b>						
<b>5100 - Records Storage - Laurelmont Community Assoc.</b>						
						Balance From Previous Page: 2,454.20
02/25/2021	2522093	AP Professional Community Mgmt		Electronic Data Storage		30.00
						Total February, 2021: 2,484.20
						Ending Balance 5100 - Records Storage - Laurelmont Community Assoc.: 2,484.20
<b>5195 - Other Administrative Services - Laurelmont Community Assoc.</b>						
						Opening Balance: 225.17
02/25/2021	2522093	AP Professional Community Mgmt		1099/6, Tax Processing		120.00
						Total February, 2021: 120.00
						Ending Balance 5195 - Other Administrative Services - Laurelmont Community Assoc.: 345.17
<b>5210 - Printing &amp; Copying - Laurelmont Community Assoc.</b>						
						Opening Balance: 0.00
02/01/2021	2517774	AP Professional Community Mgmt		Black & White Copy		88.10
				Scanned Document		8.25
02/25/2021	2522093	AP Professional Community Mgmt		Black & White Copy		133.25
				Scanned Document		7.25
						Total February, 2021: 236.85
						Ending Balance 5210 - Printing & Copying - Laurelmont Community Assoc.: 236.85
<b>5215 - Postage - Laurelmont Community Assoc.</b>						
						Opening Balance: 0.00
02/01/2021	2517774	AP Professional Community Mgmt		Postage First Class - 1oz.		13.75
				Bulk Postage		10.11
02/25/2021	2522093	AP Professional Community Mgmt		Postage First Class - 1oz.		17.81
						Total February, 2021: 41.67
						Ending Balance 5215 - Postage - Laurelmont Community Assoc.: 41.67
<b>5400 - Insurance Premiums - Laurelmont Community Assoc.</b>						
						Opening Balance: 2,794.50
02/13/2021	2517744	AP Farmers Insurance Exchange		Multi Policies		2,704.66
02/28/2021	2537415	JE Monthly insurance amortization		Farmers_Habitational	03/31/20-03/31/21	2,651.25
		Description:		Farmers_Worker Compensation	03/31/20-03/31/21	47.42
		Description:		Kirk Miller_Umbrella	03/31/20-03/31/21	95.83
		Description:		Farmers Insurance Exchange	INS02212705	(2,704.66)
	2537417	JE Monthly insurance amortization				
		Description:				
						Total February, 2021: 2,794.50
						Ending Balance 5400 - Insurance Premiums - Laurelmont Community Assoc.: 5,589.00

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<b>Expenses</b>						
<b>5425 - Earthquake Insurance Premiums - Laurelmont Community Assoc.</b>						<b>Opening Balance: 1,272.33</b>
02/28/2021	2537415	JE		Monthly insurance amortization Description:	J.Morey_Earthquake/Flood 03/31/20-03/31/21	1,272.33
<b>Total February, 2021:</b>						<b>1,272.33</b>
<b>Ending Balance 5425 - Earthquake Insurance Premiums - Laurelmont Community Assoc.:</b>						<b>2,544.66</b>
<b>6000 - Electric Service - Laurelmont Community Assoc.</b>						<b>Opening Balance: 344.44</b>
02/10/2021	2510136	AP		San Diego Gas & Electric	Laurelmont Comm Assoc D 2090 953 158 8	326.18
	2510137	AP		San Diego Gas & Electric	Laurelmont Tr 12229 #2 D 6590 997 252 2	57.75
	2510138	AP		San Diego Gas & Electric	laurelmont #5 & #6 D 5466 026 652 2	183.30
	2510139	AP		San Diego Gas & Electric	90 1/2 Willowood Hm 5733 207 429 9	8.18
	2510140	AP		San Diego Gas & Electric	69 1/2 Willowood Hm 7983 222 856 3	8.15
	2510141	AP		San Diego Gas & Electric	100 Willowood Rec 4608 200 802 9	808.07
	2510142	AP		San Diego Gas & Electric	19 1/2 Pepperwood Hm 3483 193 454 7	8.17
	2510143	AP		San Diego Gas & Electric	18 1/2 Primrose Hm 9108 127 303 4	8.15
	2510144	AP		San Diego Gas & Electric	26634 Primrose Hm 9108 119 954 4	8.15
	2510145	AP		San Diego Gas & Electric	19 1/2 Willowood Hm 1233 258 879 8	8.21
	2510146	AP		San Diego Gas & Electric	69 1/2 Primrose Hm 4608 096 433 0	8.15
	2510147	AP		San Diego Gas & Electric	59 1/2 Pepperwood Hm 7983 156 704 5	8.41
02/24/2021	2520234	AP		San Diego Gas & Electric	83 Willowood Hm 3483 215 508 4	8.38
<b>Total February, 2021:</b>						<b>1,449.25</b>
<b>Ending Balance 6000 - Electric Service - Laurelmont Community Assoc.:</b>						<b>1,793.69</b>
<b>6005 - Gas Service - Laurelmont Community Assoc.</b>						<b>Opening Balance: 5.92</b>
02/20/2021	2518635	AP		So Cal Gas	100 Willowood Rec Rm 198 709 1700 2	10.44
<b>Total February, 2021:</b>						<b>10.44</b>
<b>Ending Balance 6005 - Gas Service - Laurelmont Community Assoc.:</b>						<b>16.36</b>
<b>6025 - Water Service - Laurelmont Community Assoc.</b>						<b>Opening Balance: 106.01</b>
02/19/2021	2517753	AP		Moulton Niguel Water District	84 WILLWOOD I/F/O, AV 63447	45.23
	2517754	AP		Moulton Niguel Water District	59 PEPPERWOOD I/F/O, LH 63445	89.41
	2517755	AP		Moulton Niguel Water District	17 PEPPERWOOD I/F/O, LH 63446	120.17
	2517756	AP		Moulton Niguel Water District	67 WILLWOOD I/F/O, LH 63448	311.65
	2517757	AP		Moulton Niguel Water District	31 PRIMROSE, Next To, LH 63443	197.60
	2517758	AP		Moulton Niguel Water District	WILLWOOD W/S OF REC CENER, LH 63450	49.96
	2517759	AP		Moulton Niguel Water District	10 PRIMROSE I/F/O, LH 63444	268.59
	2517760	AP		Moulton Niguel Water District	63 PRIMROSE, ACROSS FROM, LH 63441	182.62
	2517761	AP		Moulton Niguel Water District	WILLWOOD W/S REC CTR POOL, LH 63451	27.82
	2517762	AP		Moulton Niguel Water District	WILLWOOD N/E SIDE, LH 63449	180.50

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount	
<b>Expenses</b>							
<b>6025 - Water Service - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page:</b>	<b>1,579.56</b>
02/28/2021	2537426	RV Automated Accruals Posted 3/4/2021 Description: 3.4.2021.PRO.249		Accrue Moulton Niguel Water District	U022189-3452	88.75	
<b>Total February, 2021:</b>						<b>1,562.30</b>	
<b>Ending Balance 6025 - Water Service - Laurelmont Community Assoc.:</b>						<b>1,668.31</b>	
<b>6100 - Grounds &amp; Landscaping - Contract - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>12,470.00</b>
02/01/2021	2509605	RV Accrued Expenses Description:		Accrue Harvest Landscape	Invoice 168361	(12,470.00)	
	2517745	AP Harvest Landscape		landscape maintenance		12,470.40	
02/04/2021	2520236	AP Harvest Landscape		landscape maintenance		12,470.00	
<b>Total February, 2021:</b>						<b>12,470.40</b>	
<b>Ending Balance 6100 - Grounds &amp; Landscaping - Contract - Laurelmont Community Assoc.:</b>						<b>24,940.40</b>	
<b>6430 - Janitorial Services - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>610.00</b>
02/04/2021	2517765	AP Personal Touch Cleaning, Inc.		service		305.00	
<b>Total February, 2021:</b>						<b>305.00</b>	
<b>Ending Balance 6430 - Janitorial Services - Laurelmont Community Assoc.:</b>						<b>915.00</b>	
<b>6434 - Pest Control - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>529.00</b>
02/01/2021	2509605	RV Accrued Expenses Description:		Accrue Animal Pest Control	Invoice 617609	(529.00)	
		Description:		Accrue Animal Pest Control	Invoice 617610	(529.00)	
	2517743	AP Animal Pest Management				529.00	
	2520235	AP Animal Pest Management				529.00	
02/13/2021	2520242	AP We Save Bees		12 Pepperwood - Emergency Call		75.00	
<b>Total February, 2021:</b>						<b>75.00</b>	
<b>Ending Balance 6434 - Pest Control - Laurelmont Community Assoc.:</b>						<b>604.00</b>	
<b>6438 - Pool Management - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>450.00</b>
02/01/2021	2509605	RV Accrued Expenses Description:		Acruer Aquarius Pool Service	Invoice 140836	(450.00)	
	2517770	AP Aquarius Pool Service, Inc.		January Service		450.00	
	2520245	AP Aquarius Pool Service, Inc.		pool service		450.00	
<b>Total February, 2021:</b>						<b>450.00</b>	
<b>Ending Balance 6438 - Pool Management - Laurelmont Community Assoc.:</b>						<b>900.00</b>	



**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount
<b>Expenses</b>						
<b>6515 - Building Repair &amp; Maintenance - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>
						3,239.88
No Activity this period						0.00
						0.00
<b>Ending Balance 6515 - Building Repair &amp; Maintenance - Laurelmont Community Assoc.:</b>						<b>3,239.88</b>
<b>6595 - Gate &amp; Monument Repair &amp; Maintenance - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>
						2,224.00
No Activity this period						0.00
						0.00
<b>Ending Balance 6595 - Gate &amp; Monument Repair &amp; Maintenance - Laurelmont Community Assoc.:</b>						<b>2,224.00</b>
<b>6600 - General Repair &amp; Maintenance - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>
						1,750.40
02/03/2021	2520241	AP Service First Restoration Inc		65 Pepperwood - Interior Repairs		1,200.00
<b>Total February, 2021:</b>						<b>1,200.00</b>
<b>Ending Balance 6600 - General Repair &amp; Maintenance - Laurelmont Community Assoc.:</b>						<b>2,950.40</b>
<b>6635 - Janitorial Supplies &amp; Maintenance - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>
						443.26
02/04/2021	2517765	AP Personal Touch Cleaning, Inc.		supplies		17.61
<b>Total February, 2021:</b>						<b>17.61</b>
<b>Ending Balance 6635 - Janitorial Supplies &amp; Maintenance - Laurelmont Community Assoc.:</b>						<b>460.87</b>
<b>6695 - Plumbing Supplies/Repair &amp; Maintenance - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>
						987.50
02/01/2021	2517746	AP James LeCourt Plumbing		17 Willowood - Mainline Inspection		875.00
	2517747	AP James LeCourt Plumbing		69 Primrose - Hydrojet & Camera		1,675.00
02/11/2021	2517748	AP James LeCourt Plumbing		67 Primrose - Inspection		275.00
	2517749	AP James LeCourt Plumbing		64 Willowood - Service Call		325.00
	2517750	AP James LeCourt Plumbing		78 Primrose - Service Call		187.50
02/15/2021	2517751	AP James LeCourt Plumbing		17 Willowood - Service Call		475.00
	2517752	AP James LeCourt Plumbing		56 Pepperwood - Service Call		475.00
02/16/2021	2520237	AP James LeCourt Plumbing		31 Primrose - Pipe Rplc		4,900.00
02/17/2021	2520238	AP James LeCourt Plumbing		58 Willowood - Gas Line Repairs		3,850.00
02/18/2021	2520239	AP James LeCourt Plumbing		58 Willowood - Temp Water Heater		575.00
02/19/2021	2520240	AP James LeCourt Plumbing		58 Willowood - Gas Line Svc. Call		475.00
<b>Total February, 2021:</b>						<b>14,087.50</b>
<b>Ending Balance 6695 - Plumbing Supplies/Repair &amp; Maintenance - Laurelmont Community Assoc.:</b>						<b>15,075.00</b>
<b>6700 - Pool Supplies/Repair &amp; Maintenance - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>
						0.00
02/09/2021	2517771	AP Aquarius Pool Service, Inc.		maintenance		799.50

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount	
<b>Expenses</b>							
<b>6700 - Pool Supplies/Repair &amp; Maintenance - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page:</b>	<b>799.50</b>
02/13/2021	2517772	AP Aquarius Pool Service, Inc.		maintenance		699.75	
						Total February, 2021:	1,499.25
<b>Ending Balance 6700 - Pool Supplies/Repair &amp; Maintenance - Laurelmont Community Assoc.:</b>						<b>1,499.25</b>	
<b>6702 - Pool Chemicals - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>0.00</b>
02/28/2021	2537423	JE Reclasses Description:		Auto Chem Installation	Invoice 141250	5,166.00	
						Total February, 2021:	5,166.00
<b>Ending Balance 6702 - Pool Chemicals - Laurelmont Community Assoc.:</b>						<b>5,166.00</b>	
<b>6725 - Roof Repair &amp; Maintenance - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>8,922.69</b>
02/01/2021	2517766	AP Superior Roofing		10 Willowood - Roof Repairs		1,550.00	
	2517767	AP Superior Roofing		10 Willowood - Inspection		195.00	
02/09/2021	2520243	AP Superior Roofing		29 Pepperwood - Roof Repairs		1,500.00	
02/12/2021	2517768	AP Superior Roofing		61 Pepperwood - Mastic Repairs		502.50	
02/13/2021	2520244	AP Superior Roofing		maintenance		29,800.00	
02/15/2021	2517769	AP Superior Roofing		8 Willowood - Roof Repairs		2,800.00	
						Total February, 2021:	36,347.50
<b>Ending Balance 6725 - Roof Repair &amp; Maintenance - Laurelmont Community Assoc.:</b>						<b>45,270.19</b>	
<b>7030 - Legal Services - General Counsel - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>976.35</b>
						No Activity this period	0.00
						0.00	0.00
<b>Ending Balance 7030 - Legal Services - General Counsel - Laurelmont Community Assoc.:</b>						<b>976.35</b>	
<b>7040 - Management Fees - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>2,769.67</b>
02/01/2021	2517773	AP Professional Community Mgmt		Mgmt Fees For February 2021		2,769.67	
						Total February, 2021:	2,769.67
<b>Ending Balance 7040 - Management Fees - Laurelmont Community Assoc.:</b>						<b>5,539.34</b>	
<b>7095 - Other Professional Services - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>(718.04)</b>
02/01/2021	2517763	AP Patrol Masters Inc.		Parking Patrol		718.04	

**General Ledger Report**  
**Laurelmont Community Association**  
From February 01, 2021 To February 28, 2021

Date	Batch	Source	Project	Description	Reference	Amount	
<b>Expenses</b>							
<b>7095 - Other Professional Services - Laurelmont Community Assoc.</b>						<b>Balance From Previous Page:</b>	<b>0.00</b>
02/01/2021	2517764	AP Patrol Masters Inc.		security		753.94	
<b>Total February, 2021:</b>						<b>1,471.98</b>	
<b>Ending Balance 7095 - Other Professional Services - Laurelmont Community Assoc.:</b>						<b>753.94</b>	
<b>9005 - State Income Tax - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>0.00</b>
02/28/2021	2537374	JE Draft Payment		Franchise Tax Expense	Batch 2332621	288.73	
		Description:		Franchise Tax Expense	Batch 2332621	44.85	
		Description:					
<b>Total February, 2021:</b>						<b>333.58</b>	
<b>Ending Balance 9005 - State Income Tax - Laurelmont Community Assoc.:</b>						<b>333.58</b>	
<b>9105 - Reserve Contribution Expense - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>40,000.00</b>
02/28/2021	2537419	JE Reserve Contribution		Monthly Reserve Contribution	February 2021	40,000.00	
		Description:					
<b>Total February, 2021:</b>						<b>40,000.00</b>	
<b>Ending Balance 9105 - Reserve Contribution Expense - Laurelmont Community Assoc.:</b>						<b>80,000.00</b>	
<b>9924 - Pools &amp; Spas Reserve - Laurelmont Community Assoc.</b>						<b>Opening Balance:</b>	<b>0.00</b>
02/05/2021	2520246	AP Aquarius Pool Service, Inc.		Auto Chem Installation		5,166.00	
02/28/2021	2537423	JE Reclasses		Auto Chem Installation	Invoice 141250	(5,166.00)	
		Description:					
<b>Total February, 2021:</b>						<b>0.00</b>	
<b>Ending Balance 9924 - Pools &amp; Spas Reserve - Laurelmont Community Assoc.:</b>						<b>0.00</b>	
<b>General Ledger Balance:</b>						<b>0.00</b>	

## General Ledger Journal Listing

### Laurelmont Community Association

February, 2021

Department/Account	Date	Remarks	Reference	Debit Amount	Credit Amount
<b>Reversing Entry</b>					
Batch: 2499684 System AR to Prepaid Reclassification		Entered by: Juan Moreno-AssociaHDQ at Feb 4 2021 1:59PM			
424 - 1500 - Residential Assessments Receivable	02/01/2021	Reverse January AR Reclass to Prepaid	Reclass		29,262.64
424 - 2550 - Prepaid Assessments	02/01/2021	Reverse January AR Reclass to Prepaid	Reclass	29,262.64	
				<u>29,262.64</u>	<u>29,262.64</u>
Batch: 2509605 Accrued Expenses		Entered by: Blackline API Access at Feb 11 2021 9:53AM			
424 - 2395 - Other Accrued Expenses	02/01/2021	Accrued Expense Payable	01/31/2021	13,978.00	
424 - 6100 - Grounds & Landscaping - Contract	02/01/2021	Accrue Harvest Landscape	Invoice 168361		12,470.00
424 - 6434 - Pest Control	02/01/2021	Accrue Animal Pest Control	Invoice 617609		529.00
424 - 6434 - Pest Control	02/01/2021	Accrue Animal Pest Control	Invoice 617610		529.00
424 - 6438 - Pool Management	02/01/2021	Acruie Aquarius Pool Service	Invoice 140836		450.00
				<u>13,978.00</u>	<u>13,978.00</u>
Batch: 2527285 System AR to Prepaid Reclassification		Entered by: Juan Moreno-AssociaHDQ at Mar 4 2021 12:47PM			
424 - 1500 - Residential Assessments Receivable	02/28/2021	February AR Reclass to Prepaid	Reclass	5,366.63	
424 - 2550 - Prepaid Assessments	02/28/2021	February AR Reclass to Prepaid	Reclass		5,366.63
				<u>5,366.63</u>	<u>5,366.63</u>
Batch: 2537426 Automated Accruals Posted 3/4/2021		Entered by: Blackline API Access at Mar 11 2021 5:12PM			
424 - 2395 - Other Accrued Expenses	02/28/2021	Accrue Moulton Niguel Water District	U022189-3452		88.75
424 - 6025 - Water Service	02/28/2021	Accrue Moulton Niguel Water District	U022189-3452	88.75	
				<u>88.75</u>	<u>88.75</u>
<b>Journal Entry</b>					
Batch: 2523377 INTEREST EARNED		Entered by: Blackline API Access at Mar 1 2021 5:25PM			
RESERVE - 1300 - Union Bank MM - 2362	02/26/2021	INTEREST EARNED UNION #2362	02-26-2021	526.13	
RESERVE - 4910 - Interest Earned - Reserve Accounts	02/26/2021	INTEREST EARNED UNION #2362	02-26-2021		526.13
				<u>526.13</u>	<u>526.13</u>
Batch: 2537373 Morgan Stanley		Entered by: Blackline API Access at Mar 11 2021 2:22PM			
RESERVE - 1326 - Morgan Stanley MM - 2628	02/28/2021	Interest Income Earned	02/28/2021	12.08	
RESERVE - 4910 - Interest Earned - Reserve Accounts	02/28/2021	Interest Income Earned	02/28/2021		12.08
				<u>12.08</u>	<u>12.08</u>
Batch: 2537374 Draft Payment		Entered by: Blackline API Access at Mar 11 2021 2:23PM			
424 - 1000 - Union Bank Operating - 3754	02/28/2021	Franchise Tax Expense	Batch 2332621		288.73
424 - 1000 - Union Bank Operating - 3754	02/28/2021	Franchise Tax Expense	Batch 2332621		44.85
424 - 9005 - State Income Tax	02/28/2021	Franchise Tax Expense	Batch 2332621	288.73	

## General Ledger Journal Listing

### Laurelmont Community Association

February, 2021

Department/Account	Date	Remarks	Reference	Debit Amount	Credit Amount
<b>Journal Entry</b>					
Batch: 2537374 Draft Payment Entered by: Blackline API Access at Mar 11 2021 2:23PM					
424 - 9005 - State Income Tax	02/28/2021	Franchise Tax Expense	Batch 2332621	44.85	
				<u>333.58</u>	<u>333.58</u>
Batch: 2537415 Monthly insurance amortization Entered by: Blackline API Access at Mar 11 2021 4:31PM					
424 - 1600 - Prepaid Insurance	02/28/2021	Farmers_Habitational	03/31/20-03/31/21		2,651.25
424 - 1600 - Prepaid Insurance	02/28/2021	Farmers_Worker Compensation	03/31/20-03/31/21		47.42
424 - 1600 - Prepaid Insurance	02/28/2021	Kirk Miller_Umbrella	03/31/20-03/31/21		95.83
424 - 1600 - Prepaid Insurance	02/28/2021	J.Morey_Earthquake/Flood	03/31/20-03/31/21		1,272.33
424 - 5400 - Insurance Premiums	02/28/2021	Farmers_Habitational	03/31/20-03/31/21	2,651.25	
424 - 5400 - Insurance Premiums	02/28/2021	Farmers_Worker Compensation	03/31/20-03/31/21	47.42	
424 - 5400 - Insurance Premiums	02/28/2021	Kirk Miller_Umbrella	03/31/20-03/31/21	95.83	
424 - 5425 - Earthquake Insurance Premiums	02/28/2021	J.Morey_Earthquake/Flood	03/31/20-03/31/21	1,272.33	
				<u>4,066.83</u>	<u>4,066.83</u>
Batch: 2537417 Monthly insurance amortization Entered by: Blackline API Access at Mar 11 2021 4:41PM					
424 - 2060 - Insurance Payable	02/28/2021	Farmers Insurance Exchange	INS02212705	2,704.66	
424 - 5400 - Insurance Premiums	02/28/2021	Farmers Insurance Exchange	INS02212705		2,704.66
				<u>2,704.66</u>	<u>2,704.66</u>
Batch: 2537419 Reserve Contribution Entered by: Blackline API Access at Mar 11 2021 5:01PM					
424 - 1650 - Due To/From Reserves	02/28/2021	Monthly Reserve Contribution	February 2021		40,000.00
424 - 9105 - Reserve Contribution Expense	02/28/2021	Monthly Reserve Contribution	February 2021	40,000.00	
RESERVE - 1651 - Due To/From Operating	02/28/2021	Monthly Reserve Contribution	February 2021	40,000.00	
RESERVE - 4905 - Reserve Contribution Income	02/28/2021	Monthly Reserve Contribution	February 2021		40,000.00
				<u>80,000.00</u>	<u>80,000.00</u>
Batch: 2537423 Reclasses Entered by: Blackline API Access at Mar 11 2021 5:09PM					
424 - 6702 - Pool Chemicals	02/28/2021	Auto Chem Installation	Invoice 141250	5,166.00	
424 - 9924 - Pools & Spas Reserve	02/28/2021	Auto Chem Installation	Invoice 141250		5,166.00
				<u>5,166.00</u>	<u>5,166.00</u>
Batch: 2537477 Reclasses Entered by: Blackline API Access at Mar 11 2021 5:32PM					
424 - 1650 - Due To/From Reserves	02/28/2021	DTDF - To clear due to/from	Batch 2472643		256,030.95
RESERVE - 1651 - Due To/From Operating	02/28/2021	DTDF - To clear due to/from	Batch 2472643	256,030.95	
				<u>256,030.95</u>	<u>256,030.95</u>

**Accounts Payable Open Items**  
**Laurelmont Community Association**  
As of Sun Feb 28, 2021

Period	Inv Date	Invoice No	Dept	Account	Project	Trans Date	Paid Date	Comment	Reference	Amount
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**There are no open items selected as of the date of this report.**

Statement  
of Accounts

UNION BANK  
SAN FRANCISCO MAIN 0001  
PO BOX 512380  
LOS ANGELES CA 90051-0380

Page: 1 of 1  
Statement Number: 0073342362  
01/30/21 -02/26/21

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Homeowners Association Services Online  
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For customer service call 1-888-705-0600  
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LAURELMONT COMMUNITY ASSOCIATION  
C/O PROFESSIONAL COMMUNITY MANAGEMENT  
OF  
CALIFORNIA, INC  
ATTN: PRO BANKING DEPT  
1225 ALMA RD STE 100  
RICHARDSON TX 75081

Please contact customer service  
Write to: Customer Service  
3320 Holcomb Bridge Rd, NW  
Norcross, GA 30092  
Visit us at [hoabankservices.com](http://hoabankservices.com)

**Business Essentials Interest Chk Summary**

Account number: 0073342362

Days in statement period: 28

<b>Beginning Balance on 01/30</b>		<b>1,371,488.17</b>	<b>Interest</b>	
<b>Total Credits</b>		<b>526.13</b>	Paid this period	526.13
Other Credits(1)	526.13		Paid year-to-date	1070.69
<b>Ending Balance on 02/26</b>		<b>1,372,014.30</b>	<b>Interest Rates</b>	
			Annual Percentage Yield Earned	0.50%

**Credits**

Other Credits	Date	Description	Reference	Amount
	02/26	INTEREST PAYMENT		526.13
		<b>1 Other Credits</b>		<b>526.13</b>

**Daily Balance**

Date	Ledger balance	Date	Ledger balance
01/30 - 02/25	1,371,488.17	02/26	1,372,014.30

Statement  
of Accounts

UNION BANK  
SAN FRANCISCO MAIN 0001  
PO BOX 512380  
LOS ANGELES CA 90051-0380

Page: 1 of 3  
Statement Number: 1800073754  
01/30/21 -02/26/21

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LAURELMONT COMMUNITY ASSOCIATION  
C/O PROFESSIONAL COMMUNITY MANAGEMENT  
ATTN: PRO BANKING DEPT  
1225 ALMA RD STE 100  
RICHARDSON TX 75081

Please contact customer service  
Write to: Customer Service  
3320 Holcomb Bridge Rd, NW  
Norcross, GA 30092  
Visit us at [hoabankservices.com](http://hoabankservices.com)

**Analyzed Business Checking Summary**

Account number: 1800073754

Days in statement period: 28

<b>Beginning Balance on 01/30</b>		<b>331,693.83</b>
<b>Total Credits</b>		<b>75,374.78</b>
Electronic Credits(31)	75,374.78	
<b>Total Debits</b>		<b>-47,979.80</b>
Electronic Debits(28)	-47,979.80	
<b>Ending Balance on 02/26</b>		<b>359,088.81</b>



**Credits**

Electronic Credits	Date	Description	Reference	Amount
	02/01	ATGPay Online Pa ATGPay Onl CCD ST-L5U4J3A1E1R8	57083957	555.12
	02/01	UNION BANK ASSN CR CCD 1006-00000424	56881362	4,774.95
	02/02	UNION BANK RDC DEP CR CCD RDC DEPOSIT	50383825	457.00
	02/02	ATGPay Online Pa ATGPay Onl CCD ST-N0S2R7V9P4P2	59347332	1,689.55
	02/02	UNION BANK ASSN CR CCD 1006-00000424	58694693	7,095.20
	02/03	UNION BANK ASSN CR CCD 1006-00000424	50377755	2,398.40
	02/03	ATGPay Online Pa ATGPay Onl CCD ST-V2W8X5W4N4Z7	50805738	959.70
	02/04	UNION BANK ASSN CR CCD 1006-00000424	51644873	3,884.50
	02/05	UNION BANK ASSN CR CCD 1006-00000424	52783098	5,765.05
	02/05	ATGPay Online Pa ATGPay Onl CCD ST-P5V4K7C2M9D5	53283089	479.85
	02/05	LAURELMONT PAYMENTS PPD *****5309	54100030	13,915.65
	02/08	ATGPay Online Pa ATGPay Onl CCD ST-L1D6N7I7U8O9	54691004	10,054.00
	02/08	UNION BANK RDC DEP CR CCD RDC DEPOSIT	55758865	479.85
	02/08	UNION BANK ASSN CR CCD 1006-00000424	54142849	3,261.40
	02/09	ATGPay Online Pa ATGPay Onl CCD ST-M2Q2H9O0K7P5	56194096	479.85
	02/09	UNION BANK ASSN CR CCD 1006-00000424	55752330	3,838.80
	02/09	ATGPay Online Pa ATGPay Onl CCD ST-E3L4B4D3E0C5	56192810	3,815.95
	02/10	ATGPay Online Pa ATGPay Onl CCD ST-Z2H0K6M3X5K8	57424311	479.85
	02/10	UNION BANK ASSN CR CCD 1006-00000424	57078381	3,159.10
	02/11	UNION BANK ASSN CR CCD 1006-00000424	58271340	2,159.40
	02/12	UNION BANK ASSN CR CCD 1006-00000424	59529120	1,439.55
	02/16	UNION BANK ASSN CR CCD 1006-00000424	50793459	479.85
	02/17	ATGPay Online Pa ATGPay Onl CCD ST-F3K0L4K0I1E8	53230607	959.70
	02/17	UNION BANK ASSN CR CCD 1006-00000424	52752118	479.85
	02/19	UNION BANK ASSN CR CCD 1006-00000424	55371185	22.89
	02/22	UNION BANK ASSN CR CCD 1006-00000424	56551683	479.85
	02/22	UNION BANK RDC DEP CR CCD RDC DEPOSIT	58003543	479.85
	02/22	ATGPay Online Pa ATGPay Onl CCD ST-J1U1S3Q7F5H8	57008822	323.22
	02/24	UNION BANK RDC DEP CR CCD RDC DEPOSIT	50881834	457.00
	02/25	UNION BANK ASSN CR CCD 1006-00000424	50877546	70.00
	02/26	ATGPay Online Pa ATGPay Onl CCD ST-G0R7M8C6P1O0	52566368	479.85
		<b>31 Electronic Credits</b>		<b>75,374.78</b>

**Debits**

Electronic Debits	Date	Description	Reference	Amount
	02/01	AVIDPAY SERVICE AVIDPAY CCD CK1001053	57153845	93.96
	02/09	FRANCHISE TAX BO PAYMENTS CCD 76645826 PM	55398894	288.73
	02/09	FRANCHISE TAX BO PAYMENTS CCD 76645829 PM	55398897	44.85
	02/17	SD GAS & ELEC PAID SDGE PPD *****7252	51919155	57.75
	02/17	SD GAS & ELEC PAID SDGE PPD *****6652	51918791	183.30
	02/17	PACIFIC PREMIER AT TRANSFER CCD	52854467	12,196.95
	02/17	SD GAS & ELEC PAID SDGE PPD *****3158	51917576	326.18
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001055	58100937	2,704.66
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001059	58100979	1,471.98
	02/23	LAURELMONT VendorPymt CCD 1800073754	58017405	2,769.67
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001056	58100869	12,470.40
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001061	58100982	5,047.50
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001062	58100988	1,949.25
	02/23	LAURELMONT VendorPymt CCD 1800073754	58017403	879.94
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001058	58100976	1,473.55
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001054	58100985	529.00
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001057	58099950	4,287.50
	02/23	AVIDPAY SERVICE AVIDPAY CCD CK1001060	58100646	322.61
	02/25	SD GAS & ELEC PAID SDGE PPD *****6704	50049323	8.41
	02/25	SD GAS & ELEC PAID SDGE PPD *****7429	50048640	8.18
	02/25	SD GAS & ELEC PAID SDGE PPD *****7303	50049694	8.15
	02/25	SD GAS & ELEC PAID SDGE PPD *****9954	50049693	8.15
	02/25	SD GAS & ELEC PAID SDGE PPD *****5508	50047913	8.38
	02/25	SD GAS & ELEC PAID SDGE PPD *****0802	50048260	808.07
	02/25	SD GAS & ELEC PAID SDGE PPD *****6433	50048258	8.15
	02/25	SD GAS & ELEC PAID SDGE PPD *****8879	50047185	8.21
	02/25	SD GAS & ELEC PAID SDGE PPD *****2856	50049324	8.15
	02/25	SD GAS & ELEC PAID SDGE PPD *****3454	50047912	8.17
		<b>28 Electronic Debits</b>		<b>47,979.80</b>

**Daily Balance**

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
01/30 - 01/31	331,693.83	02/01	336,929.94	02/02	346,171.69
02/03	349,529.79	02/04	353,414.29	02/05 - 02/07	373,574.84
02/08	387,370.09	02/09	395,171.11	02/10	398,810.06
02/11	400,969.46	02/12 - 02/15	402,409.01	02/16	402,888.86
02/17 - 02/18	391,564.23	02/19 - 02/21	391,587.12	02/22	392,870.04
02/23	358,963.98	02/24	359,420.98	02/25	358,608.96
02/26	359,088.81				



## YOUR BILLING RIGHTS • KEEP THIS NOTICE FOR FUTURE USE

### *What To Do If You Think You Find A Mistake On Your Statement*

If you think there is an error on your statement, write to us at:

Pacific Premier Bank  
17901 Von Karman Ave Suite 1200  
Irvine, CA 92614-5248

You may also contact us on the Web: [www.ppbi.com](http://www.ppbi.com)

- *Account information:* Your name and account number.
- *Dollar amount:* The dollar amount of the suspected error.
- *Description of Problem:* If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake

*You must contact us within 60 days after the error appeared on your statement.*

*You must notify us of any potential errors in writing [or electronically]. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.*

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.

### **SERVICEMEMBERS CIVIL RELIEF ACT**

The Servicemembers Civil Relief Act (SCRA) may offer protection or relief to members of the military who have been called to active duty. If you are a member of the military who has been called to active duty or received a Permanent Change of Station order and you have not already made us aware, please forward a copy of your orders to us at: Pacific Premier Bank, Attn: Loan Servicing Military, 17901 Von Karman Ave, Ste 1200, Irvine, CA 92614 or email: [loanservicing@PPBI.com](mailto:loanservicing@PPBI.com). Be sure to include your loan number with the copy of the orders.  
CALIFORNIA CONSUMER CREDIT REPORTING ACT NOTICE

AS REQUIRED BY LAW, YOU ARE HEREBY NOTIFIED THAT A NEGATIVE REPORT REFLECTING YOUR CREDIT RECORD MAY BE SUBMITTED TO A CREDIT REPORTING AGENCY IF YOU FAIL TO FULFILL THE TERMS OF YOUR CREDIT OBLIGATION.



**CLIENT STATEMENT** | For the Period February 1-28, 2021

**STATEMENT FOR:**  
LAURELMONT COMMUNITY ASSOCIATION

**TOTAL VALUE OF YOUR ACCOUNT** (as of 2/28/21)  
*Includes Accrued Interest*

**\$1,570,282.32**

**Your Financial Advisor Team**  
ROANE/BORDEAUX  
949-955-7500

**Your Branch**  
1901 MAIN STREET, 7TH FLOOR  
IRVINE, CA 92614  
Telephone: 949-955-7500; Alt. Phone: 800-533-3402; Fax: 949-833-3542

Morgan Stanley Smith Barney LLC. Member SIPC.

#BWNJGWM

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LAURELMONT COMMUNITY ASSOCIATION  
ATTN ASSOCIA-PCM OF CALIFORNIA  
27051 TOWNE CENTRE DRIVE, STE 200  
FOOTHILL RNCH CA 92610-2819

**Client Service Center** (24 Hours a Day; 7 Days a Week): 800-869-3326

**Access Your Account Online:** [www.morganstanley.com/online](http://www.morganstanley.com/online)

INVESTMENTS AND INSURANCE PRODUCTS: NOT FDIC INSURED • NOT A BANK DEPOSIT •  
NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY • NOT BANK GUARANTEED •  
MAY LOSE VALUE



229 - 052628 - 192 - 1 - 0

## Standard Disclosures

The following Disclosures are applicable to the enclosed statement(s). Expanded Disclosures are attached to your most recent June and December statement (or your first Statement if you have not received a statement for those months). The Expanded Disclosures are also available by selecting Account Documents when you log on to [www.morganstanley.com/online](http://www.morganstanley.com/online) or, call 800-869-3326.

### Questions?

Questions regarding your account may be directed to us by using the contact information on the statement cover page, or the Client Service Center at (800) 869-3326.

### Errors and Inquiries

Be sure to review your statement promptly, and immediately address any concerns regarding entries that you do not understand or believe were made in error by contacting the Branch Manager of the office where you maintain your account. Oral communications regarding any inaccuracy or discrepancy in this statement should be re-confirmed in writing to further protect your rights, including rights under the Securities Investor Protection Act (SIPA). Your statement will be deemed correct unless we receive a written inquiry of a suspected error. See your account documentation for special rules regarding your rights and responsibilities with respect to erroneous electronic fund transfers, including a description of the transfers covered. For concerns or complaints, contact our Client Relations Department at (866) 227-2256.

### Senior Investor Helpline

In order to provide Morgan Stanley's senior investor clients a convenient way to communicate with us, we offer a Senior Investor Helpline. Senior investors or those acting on their behalf may call (800) 280-4534, Monday-Friday 9am-7pm Eastern Time.

### Availability of Free Credit Balances and Financial Statements

Under the customer protection rules of the SEC [17 CFR §240.15c3-3], we may use funds comprising free credit balances carried for customer accounts here, provided that these funds are payable to customers on demand (i.e., are free of a lien or right of set-off in our favor or on behalf of some third party to whom you have given control). A financial statement of this organization is available for your personal inspection at its offices, or a copy will be mailed to you upon your written request.

### Listed Options

Information with respect to commissions and other charges related to the execution of options transactions has been included in confirmations of such transactions previously furnished to you and such information will be made available to you promptly at your request. Promptly advise us of any material change in your investment objectives or financial situation.

### Important Information if you are a Margin Customer (not available for certain retirement accounts)

If you have margin privileges, you may borrow money from us in exchange for pledging assets in your accounts as collateral for any outstanding margin loan. The amount you may borrow is based on the value of the eligible securities in your margin accounts. If a security has eligible shares, the number of shares pledged as collateral will be indicated below the position.

### Margin Interest Charges

We calculate interest charges on margin loans as follows: (1) multiply the applicable margin interest rate by the daily close of business net settled debit balance, and (2) divide by 360 (days). Margin interest accrues daily throughout the month and is added to your debit balance at month-end. The month-end interest charge is the sum of the daily accrued interest calculations for the month. We add the accrued interest to your debit balance and start a new calculation each time the applicable interest rate changes and at the close of every statement month. For interest rate information, log into your Morgan Stanley account at [morganstanley.com/online](http://morganstanley.com/online). Select your account with a Margin agreement and click Interest Rates for more information.

### Information regarding Special Memorandum Account

If you have a Margin Account, this is a combined statement of your Margin Account and Special Memorandum Account maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the Special Memorandum Account as required by Regulation T is available for your inspection at your request.

### Important Information About Auction Rate Securities

For certain Auction Rate Securities there is no or limited liquidity. Therefore, the price(s) for these Auction Rate Securities are indicated by N/A (not available). There can be no assurance that a successful auction will occur or that a secondary market exists or will develop for a particular security.

### Structured Investments Risks and Considerations

Structured Investments (Structured Products) are complex products and may be subject to special risks. Investors should consider the concentration risk of owning the related security and their total exposure to any underlying asset. Structured Investments, which may appear in various statement product categories and are identified on the Position Description Details line as "Asset Class: Struct Inv," may not perform in a manner consistent with the statement product category where they appear and therefore may not satisfy portfolio asset allocation needs for that category. For information on the risks and conflicts of interest related to Structured Investments generally, log in to Morgan Stanley Online and go to

[www.morganstanley.com/structuredproductsrisksandconflicts](http://www.morganstanley.com/structuredproductsrisksandconflicts).

### Security Measures

This statement features several embedded security elements to safeguard its authenticity. One is a unique blue security rectangle, printed in heat-sensitive ink on the back of every page. When exposed to warmth, the color will disappear, and then reappear.

### SIPC Protection

We are a member of Securities Investor Protection Corporation (SIPC), which protects securities of its customers up to \$500,000 (including \$250,000 for claims for cash). An explanatory brochure is available upon request or at [www.sipc.org](http://www.sipc.org). Losses due to market fluctuation are not protected by SIPC and assets not held with us may not be covered by SIPC protection. To obtain information about SIPC, including an explanatory SIPC brochure, contact SIPC at 1-202-371-8300 or visit [www.sipc.org](http://www.sipc.org).

### Transaction Dates and Conditions

Upon written request, we will furnish the date and time of a transaction and the name of the other party to a transaction. We and/or our affiliates may accept benefits that constitute payment for order flow. Details regarding these benefits and the source and amount of any other remuneration received or to be received by us in connection with any transaction will be furnished upon written request.

### Equity Research Ratings Definitions and Global Investment Manager Analysis Status

Some equity securities may have research ratings from Morgan Stanley & Co. LLC or Morningstar, Inc. Research ratings are the research providers' opinions and not representations or guarantees of performance. For more information about each research provider's rating system, see the Research Ratings on your most recent June or December statement (or your first statement if you have not received a statement for those months), go to [www.morganstanley.com/online](http://www.morganstanley.com/online) or refer to the research provider's research report. Research reports contain more complete information concerning the analyst's views and you should read the entire research report and not infer its contents from the rating alone. If your account contains an advisory component or is an advisory account, a GIMA status will apply.

### Credit Ratings from Moody's Investors Service and Standard & Poor's

The credit rating from Moody's Investors Service and Standard & Poor's may be shown for certain securities. All credit ratings represent the opinions of the provider and are not representations or guarantees of performance. Please contact us if you need further information or assistance in interpreting these credit ratings.

Revised 10/2017

## Account Summary

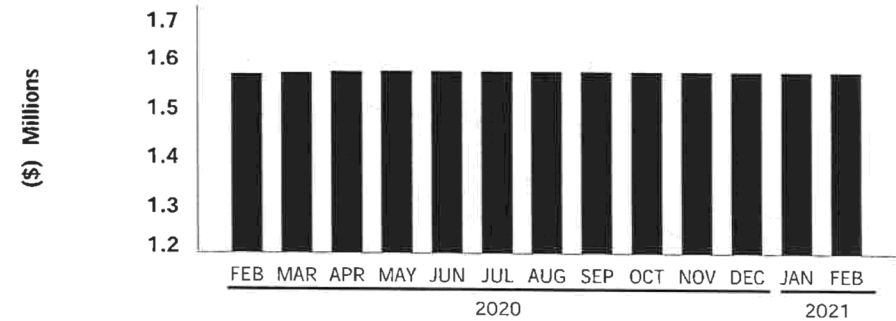
Active Assets Account  
229-052628-192LAURELMONT COMMUNITY ASSOCIATION  
ATTN: ASSOCIA-PCM OF CALIFORNIA

## CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

	This Period (2/1/21-2/28/21)	This Year (1/1/21-2/28/21)
<b>TOTAL BEGINNING VALUE</b>	<b>\$1,570,270.24</b>	<b>\$1,570,256.00</b>
Credits	—	—
Debits	—	—
Security Transfers	—	—
<b>Net Credits/Debits/Transfers</b>	<b>—</b>	<b>—</b>
<b>Change in Value</b>	<b>12.08</b>	<b>26.32</b>
<b>TOTAL ENDING VALUE</b>	<b>\$1,570,282.32</b>	<b>\$1,570,282.32</b>

## MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.

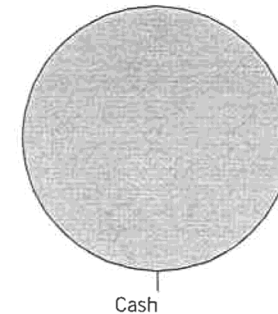


This chart does not reflect corrections to Market Value made subsequent to the dates depicted. It may exclude transactions in Annuities or positions where we are not the custodian, which could delay the reporting of Market Value.

## ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$1,570,282.32	100.00
<b>TOTAL VALUE</b>	<b>\$1,570,282.32</b>	<b>100.00%</b>

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, which are provided to you as a courtesy, and may not be covered by SIPC. For additional information, refer to the corresponding section of this statement.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

## Account Summary

Active Assets Account  
229-052628-192

LAURELMONT COMMUNITY ASSOCIATION  
ATTN ASSOCIA-PCM OF CALIFORNIA

### BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 1/31/21)	This Period (as of 2/28/21)
Cash, BDP, MMFs	\$1,570,270.24	\$1,570,282.32
<b>Total Assets</b>	<b>\$1,570,270.24</b>	<b>\$1,570,282.32</b>
<b>Total Liabilities</b> (outstanding balance)	—	—
<b>TOTAL VALUE</b>	<b>\$1,570,270.24</b>	<b>\$1,570,282.32</b>

### INCOME AND DISTRIBUTION SUMMARY

	This Period (2/1/21-2/28/21)	This Year (1/1/21-2/28/21)
Other Dividends	\$0.84	\$1.59
Interest	11.24	23.68
<b>Income And Distributions</b>	<b>\$12.08</b>	<b>\$25.27</b>
<b>Tax-Exempt Income</b>	—	—
<b>TOTAL INCOME AND DISTRIBUTIONS</b>	<b>\$12.08</b>	<b>\$25.27</b>

*Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.*

### CASH FLOW

	This Period (2/1/21-2/28/21)	This Year (1/1/21-2/28/21)
<b>OPENING CASH, BDP, MMFs</b>	<b>\$1,570,270.24</b>	<b>\$1,570,256.00</b>
Income and Distributions	12.08	26.32
<b>Total Investment Related Activity</b>	<b>\$12.08</b>	<b>\$26.32</b>
<b>Total Cash Related Activity</b>	—	—
<b>Total Card/Check Activity</b>	—	—
<b>CLOSING CASH, BDP, MMFs</b>	<b>\$1,570,282.32</b>	<b>\$1,570,282.32</b>

### GAIN/(LOSS) SUMMARY

	Realized This Period (2/1/21-2/28/21)	Realized This Year (1/1/21-2/28/21)	Unrealized Inception to Date (as of 2/28/21)
<b>TOTAL GAIN/(LOSS)</b>	—	—	—

*The Gain/(Loss) Summary, which may change due to basis adjustments, is provided for informational purposes and should not be used for tax preparation. Refer to Gain/(Loss) in the Expanded Disclosures.*



## Account Detail

Active Assets Account  
229-052628-192LAURELMONT COMMUNITY ASSOCIATION  
ATTN ASSOCIA-PCM OF CALIFORNIA

**Investment Objectives (in order of priority):** Income, Capital Appreciation  
Inform us if your investment objectives, as defined in the Expanded Disclosures, change.

Brokerage Account

## HOLDINGS

This section reflects positions purchased/sold on a trade date basis. "Market Value" and "Unrealized Gain/(Loss)" may not reflect the value that could be obtained in the market. Your actual investment return may differ from the unrealized gain/(loss) displayed. Fixed Income securities are sorted by maturity or pre-refunding date, and alphabetically within date. Estimated Annual Income a) is calculated on a pre-tax basis, b) does not include any reduction for applicable non-US withholding taxes, c) may include return of principal or capital gains which could overstate such estimates, and d) for holdings that have a defined maturity date within the next 12 months, is reflected only through maturity date. Actual income or yield may be lower or higher than the estimates. Current Yield reflects the income generated by an investment, and is calculated by dividing the total estimated annual income by the current market value of the entire position. It does not reflect changes in its price. Structured Investments, identified on the Position Description Details line as "Asset Class: Struct Inv," may appear in various statement product categories. When displayed, the accrued interest, annual income and current yield for those with a contingent income feature (e.g., Range Accrual Notes or Contingent Income Notes) are estimates and assume specified accrual conditions are met during the relevant period and payment in full of all contingent interest. For Floating Rate Securities, the accrued interest, annual income and current yield are estimates based on the current floating coupon rate and may not reflect historic rates within the accrual period.

## CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS

Cash, Bank Deposit Program, and Money Market Funds are generally displayed on a settlement date basis. You have the right to instruct us to liquidate your bank deposit balance(s) or shares of any money market fund balance(s) at any time and have the proceeds of such liquidation remitted to you. Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions.

Description	Market Value	7-Day Current Yield %	Est Ann Income	APY %
<b>MS U.S. GOVT MONEY MARKET TR</b>	<b>\$106,780.14</b>	0.010	\$10.68	—
MORGAN STANLEY BANK N.A. #	1,218,500.30	—	121.56	0.010
MORGAN STANLEY PRIVATE BANK NA #	245,001.88	—	24.44	0.010
<b>BANK DEPOSITS</b>	<b>\$1,463,502.18</b>		\$146.00	

	Percentage of Holdings	Market Value	Est Ann Income
<b>CASH, BDP, AND MMFs</b>	<b>100.00%</b>	<b>\$1,570,282.32</b>	<b>\$156.68</b>

# Bank Deposits are held at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, affiliates of Morgan Stanley Smith Barney LLC and each a national bank and FDIC member.

Certain money market funds classified as government funds and retail funds seek (although they cannot guarantee) to maintain a share price of \$1.00, therefore the dollar amounts listed equal the number of shares. Additional information concerning these transactions is available upon request. For more information about the pricing of Money Market Funds, please see the Expanded Disclosures. The money market funds reflected above include the balances in your automatic sweep feature, if any, and may include other money market funds that have been purchased in your account.

	Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
<b>TOTAL VALUE</b>	<b>100.00%</b>	—	<b>\$1,570,282.32</b>	N/A	<b>\$156.68</b>	<b>0.01%</b>

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' or 'Pending Corporate Actions' are not included.

## Account Detail

Active Assets Account  
229-052628-192

LAURELMONT COMMUNITY ASSOCIATION  
ATTN ASSOCIA-PCM OF CALIFORNIA

## ALLOCATION OF ASSETS

	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Structured Investments	Other
Cash, BDP, MMFs	\$1,570,282.32	—	—	—	—	—
<b>TOTAL ALLOCATION OF ASSETS</b>	<b>\$1,570,282.32</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>

## ACTIVITY

### CASH FLOW ACTIVITY BY DATE

Activity Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
2/26		Dividend	MS U.S. GOV'T MONEY MARKET TR				\$0.84
2/26		Interest Income	MORGAN STANLEY BANK N.A.	(Period 02/01-02/28)			9.36
2/26		Interest Income	MORGAN STANLEY PRIVATE BANK NA	(Period 02/01-02/28)			1.88
<b>NET CREDITS/(DEBITS)</b>							<b>\$12.08</b>

### MONEY MARKET FUND (MMF) AND BANK DEPOSIT PROGRAM ACTIVITY

Activity Date	Activity Type	Description	Credits/(Debits)
2/26	Automatic Investment	BANK DEPOSIT PROGRAM	\$9.36
2/26	Automatic Investment	BANK DEPOSIT PROGRAM	1.88
2/26	Automatic Investment	MS U.S. GOV'T MONEY MARKET TR	0.84
<b>NET ACTIVITY FOR PERIOD</b>			<b>\$12.08</b>

## MESSAGES

### Protecting Yourself from Fraudulent Scams—An Important Message For Our Clients

The COVID 19 crisis is creating opportunities for fraudsters to exploit individuals, especially senior citizens. The safety of our clients is of utmost importance to Morgan Stanley. We are taking this opportunity to alert our clients of the following scams that have been identified by a number of organizations. **Please be reminded that you should never provide your account numbers, passwords, or personal information, including your social security number, to anyone you do not know.** Be aware that as a result of COVID 19, these scams have been identified: **Treatment scams; Supply scams; Provider scams; Charity scams; Phishing scams; App scams; Investment scams; Tech Support scams; Home Sanitation scams; and Government Assistance scams**

If you have any questions regarding these scams, please immediately contact us.

### Senior Investor Helpline

For any inquiries or potential concerns, senior investors or someone acting on their behalf may contact our Firm by calling (800) 280-4534.



Dear Board of Directors,

The Federal Deposit Insurance Corporation (FDIC) provides deposit insurance on checking, savings, money market, and certificate of deposit (CD) accounts as well as cashier's checks, money orders, and other official items issued by a FDIC-insured bank. This insurance covers up to \$250,000 per corporation, per FDIC-insured bank. Visit [www.fdic.gov](http://www.fdic.gov) for more information.

As your HOA management company, we strive to protect the interests of your community. In a recent review of your account balances, we noticed a potential for uninsured cash balances over the FDIC coverage limit. As a result, we recommend that you review your association's deposit balances currently held with financial institutions. Our review considers coverage provided by the FDIC only - additional insurance is not monitored by Associa.

We encourage you to talk with your Community Association Manager about financial products available through Associa's partner banks to review options, as some partners offer incremental coverage to your association at no additional cost.

Thank you,  
Your Associa Management Team



# Citation Report

Account N94 LAURELMONT - ALISO VIEJO

License#	Nearest Location	Make	Model	Color	Citation#o	IssueOn	Violation	Comments
5MNB360	Willowood	Bentley	Coupe	0	90935150	02-20-2021 0:43 AM	Vehicle not on Safelist	
5USU939	2 Willowood	Nissan	Xterra	Purple	90932240	02-02-2021 3:17 AM	Vehicle not on Safelist	
622ZHR	39 Pepperwood	Infiniti	Q60	Grey	90933211	02-08-2021 4:08 AM	Vehicle not on Safelist	
6CLG703	35 Pepperwood	Ford	Edge	Grey	90936075	02-25-2021 3:13 AM	Vehicle not on Safelist	
6XJL822	7 Pepperwood	Volkswage	Jetta	Red	90934362	02-15-2021 5:08 AM	Vehicle not on Safelist	
7GOX037	63 Pepperwood	Honda	Civic	Grey	90932038	02-01-2021 4:08 AM	Vehicle not on Safelist	
8MGG559	7 Pepperwood	Ford	Focus	Black	90932702	02-04-2021 3:55 AM	Vehicle not on Safelist	
8PYF402	31 Primrose	Dodge	Charger	White	90934363	02-15-2021 5:14 AM	Vehicle not on Safelist	
8PYF402	Primrose	Dodge	Charger	White	1816883	02-14-2021 0:14 AM	Vehicle not on Safelist	

The report above contains all the vehicles inventoried and citations issued during the current 'ticket window'. Vehicles inventoried prior to the beginning of the 'Inventory Window' will not appear on this report. Citations issued prior to the beginning of the 'Ticket Window' will also not be included in this report. In the case of a vehicle which did not have a license plate at the time of the inventory/citation, the last eight digits of the Vehicle Identification Number (VIN) will be displayed.







# SAFELIST REPORT

Account : LAURELMONT - ALISO VIEJO

License#	Make	Model	Color	SafeListedOn	Safelisted By	Address	DateFrom	DateTo
01385C3	Ford	Ranger	Red	02/13/2021 9 :40PM	PAUL LACA	36 PEPPERWOOD	02/13/2021	02/13/2021
<b>Comments :</b>								
4UWA978	Jeep	Liberty	Red	02/12/2021 4 :40PM	MATTHEW RAGAN	29 WILLOWOOD	02/12/2021	02/15/2021
<b>Comments :</b>								
5TUM631	Mercedes-Ben z		Grey	02/22/2021 2 :53PM	PER KATARINA FAJARDO	12 WILLOWOOD	02/22/2021	02/28/2021
<b>Comments :</b>								
6GDD068	Toyota	Prius	Silver	02/02/2021 11:29PM	VIVIAN LEE	59 PEPPERWOOD Pepperwood	02/02/2021	02/02/2021
<b>Comments :</b>								
6XLG703	Ford	SUV	Brown	02/25/2021 6 :53PM	SHERRI MARTIN	35 PEPPERWOOD 25	02/26/2021	02/27/2021
<b>Comments :</b>								
7BMW226	Ford	escape	White	02/13/2021 11:19PM	THOMAS VENTURA	36 PRIMROSE	02/13/2021	02/13/2021
<b>Comments :</b>								
7BMW226	Ford	escape	White	02/01/2021 00:00AM	THOMAS VENTURA	36 PRIMROSE	02/01/2021	02/01/2021
<b>Comments :</b>								
7G0X037	Honda	Civic	Grey	01/31/2021 7 :22PM	SARITTA HINES	73 Pepperwood	02/01/2021	02/01/2021
<b>Comments :</b>								
7H75115	Dodge	Ram 1500	Grey	02/20/2021 00:39AM	CHRIS JONES	59 WILLOWOOD	02/20/2021	02/20/2021
<b>Comments :</b>								
7H75115	Dodge	Ram 1500	Grey	02/07/2021 9 :32PM	CHRIS JONES JONES	59 Willowood	02/07/2021	02/07/2021
<b>Comments :</b>								
7J55072	Dodge	Dakota	Silver	02/04/2021 5 :07PM	RAKESH MAHAJAN	1 PEPPERWOOD 14	02/04/2021	02/04/2021
<b>Comments :</b>								
7WKL717	Honda	crv	Black	02/22/2021 2 :54PM	PER KATARINA FAJARDO	13 WILLOWOOD	02/22/2021	02/28/2021
<b>Comments :</b>								



# SAFELIST REPORT

86998M1	Mercedes-Ben z	METRIS	White	02/06/2021 6 :17PM	FREDRICK FELTY	5 WILLOWOOD WILLOWOOD 5	02/07/2021	02/10/2021
<b>Comments :</b>								
8HKW669	Jeep	Wrangler	Silver	02/26/2021 6 :54PM	JANIS DEJOHN	10 PRIMROSE	02/26/2021	02/26/2021
<b>Comments :</b>								
8HKW669	Jeep	Wrangler	Silver	02/07/2021 5 :16PM	JANIS DEJOHN	10 PRIMROSE	02/07/2021	02/07/2021
<b>Comments :</b>								
8JCK800	Audi	s4	White	02/05/2021 5 :23PM	RAKESH MAHAJAN	1 PEPPERWOOD 14	02/05/2021	02/05/2021
<b>Comments :</b>								
8LSA070	Toyota	Camry	Grey	02/25/2021 10:46PM	LAURINDA MILLER	41 WILLOWOOD	02/26/2021	02/26/2021
<b>Comments :</b>								
8MGG559	Ford	Focus	Black	02/01/2021 5 :07PM	DENISE BRADFORD	3 PEPPERWOOD	02/01/2021	02/02/2021
<b>Comments :</b>								
8NIJ593	Toyota	Rav4	Grey	02/17/2021 6 :47PM	TIM ROBINSON	13 WILLOWOOD	02/17/2021	02/17/2021
<b>Comments :</b>								
8PSD898	BMW	X3	White	02/17/2021 09:55AM	ELIZABETH SEEMAN	69 WILLOWOOD 7	02/17/2021	02/17/2021
<b>Comments :</b>								
8SHR702	Subaru	Crosstrek	Silver	02/26/2021 7 :36PM	ESTEBAN GUIJARRO	19 PRIMROSE 144	02/26/2021	02/27/2021
<b>Comments :</b>								
8TOP865	Ford	Edge	White	02/14/2021 8 :20PM	MICHELLE SIKES	21 PEPPERWOOD Pepperwood 21 PE	02/14/2021	02/14/2021
<b>Comments :</b>								
8UCC962	Toyota	4Runner	White	02/27/2021 7 :02PM	JANIS DEJOHN	10 PRIMROSE	02/27/2021	02/28/2021
<b>Comments :</b>								
8UGA633	BMW	228i gran coupe	Black	02/14/2021 8 :16PM	Vivian lee Perkins	59 Pepperwood	02/14/2021	02/15/2021
<b>Comments :</b>								
BH92N02	BMW	228	Black	02/07/2021 7 :39PM	Vivian lee Perkins	59 Pepperwood	02/07/2021	02/10/2021
<b>Comments :</b>								





# SAFELIST REPORT

MISKA	Hyundai	Palisade	Silver	02/06/2021 1:56PM	MICHELLE SIKES	21 PEPPERWOOD Pepperwood 21 PE	02/06/2021	02/06/2021
<b>Comments :</b>								
PHROG	Mercedes-Benz	Sprinter Van 2500	Grey	02/15/2021 11:56PM	MICHELLE SIKES	21 PEPPERWOOD Pepperwood 21 PE	02/15/2021	02/15/2021
<b>Comments :</b>								

## INDEFINITE

**Account :** LAURELMONT - ALISO VIEJO

License#	Make	Model	Color	SafeListedOn	Safelisted By	Address	DateFrom	
7DMV740	Toyota	corolla	Silver	05/05/2020 2:19PM	PM EMAIL ADI DP	46 PRIMROSE	05/05/2020	
<b>Comments :</b>								
8KSA060	Nissan	SENTRA	White	05/05/2020 2:20PM	PM EMAIL ADI DP	46 PRIMROSE	05/05/2020	
<b>Comments :</b>								
MEDIVAN	Mercedes-Benz	E320	Silver	01/08/2019 3:18PM	PM CALL ALEX SHAW	86 WILLOWOOD	01/08/2019	
<b>Comments :</b> RESIDENT MICHELLE VANDUSEN								

The report above contains all the unexpired Safelists in our system. If a particular vehicle's Safelist has expired, it will no longer show on this report. If a Safelist exists in our system, however has not yet matured (future dates), it will appear on this report, but the Safelist will not be recognized until the authorized dates have arrived. In the case of a vehicle which did not have a license plate at the time of the Safelist, the last eight digits of the Vehicle Identification Number (VIN) will be displayed.



Animal Pest Management Services, Inc.  
 13655 Redwood Court  
 Chino, CA 91710

**Rodent/Insect Treatment Notification**

MONTH: April 2021

ACCOUNT NAME: LAURELMONT COMMUNITY ASSOCIATION

LOCATION: LANDSCAPED COMMON AREAS

Pesticides (EPA REG.)	Gopher	Ground Squirrel	House Mice	Meadow Mice	Rat	General Insect	Snail
Avalon Gopher Grain Bait Strychnine Alkaloid .50% (5042-34) **	X						
Demand C.S. Insecticide Lambda-Cyhalothrin 9.7% (100-1066)*						X	
Rodent Bait Diphacinone Treated Grain .005% Diphacinone .005% (10965-50001)*							
Fumitoxin Registrant Aluminum Phosphide 55% (72959-1)**	X						
Ditrac All-Weather Cake Diphacinone .005% (12455-5)*					X		
P.I. Contact Insecticide Pyrethrins .50% Piperonyl Butoxide 4% (499-444)*						X	
Rozol Pocket Gopher Bait Chlorophacinone .005% (7173-184)*	X						
Rozol Vole Bait Chlorophacinone .005% (7173-242)*				X			
Temprid S.C. Insecticide Imidacloprid 21.0% Cyfluthrin 10.5% (432-1483)*						X	
Termidor S.C. Termite/Insecticide Fipronil 9.1% (7969-210)*						X	
Wisdom Lawn Granular Bifenthrin .2% (5481-521)*							
ZP Rodent Oat Bait Zinc Phosphide 2% (12455-102)*							
IronFist Slug and Snail Bait Sodium Ferric EDTA 2.0% (67702-32-87865)*							X

PRECAUTIONS: \*Caution - Hazardous to Humans and Animals

\*\*Danger - Hazardous to Humans and Animals

Sched. Dates of Treatment: Service Dates: 04/12/21, 04/19/21, 04/26/21 Alternative Dates: 04/05/21

\*Product Label and Information Available Upon Request - Please Contact Management (800) 344-6567

County Agricultural Commissioners Offices: San Bernardino County: 909-387-2105

Orange County: 714-955-0100

Los Angeles County: (626) 575-5471

San Diego County: 858-694-2739

Riverside County: 951-955-3000



ADVANCED RESERVE SOLUTIONS, INC.

March 15, 2021

Ms. Scott Otis, Manager
Laurelmont Community Association
c/o Otis HOA Management
23120 Alicia Parkway, Suite 212
Mission Viejo, CA 92692

Table with 2 columns: Activity, Date. Row 1: Reserve Study: November 2020. Row 2: Site Visit: n.a.

Dear Ms. Otis:

Advanced Reserve Solutions, Inc. would like to thank you for this opportunity to serve Laurelmont Community Association. ARS sets the industry standard for excellence in service and enable our clients to meet their long-range fiscal planning goals by providing the most accurate and comprehensive reserve analysis reports. For the upcoming fiscal year, we propose to do the following:

- Perform a competent and diligent site visit (optional, see below)
- Assess current condition of reserve components
Update changes to reserve components since last reserve analysis
Update reserve component current costs, useful lives, remaining lives, etc.
Publish a professional reserve analysis report in the exclusive WinReserve™ format
- Delivered via e-mail as a PDF file
- Meets National Reserve Study Standards as defined by Community Associations Institute
- Several summary formats and 30 year projections
- Comprehensive detail section (photos optional, see below)
- Includes Assessment & Reserve Funding Disclosure Summary documents
Provide one set of free revisions to the initial report

Our fee for these services shall be:

Table with 3 columns: Option, Description, Price. Option 1: Update with site visit ("Level 2") \$1,075. Option 1a: Add photos of all components \$275. Option 2: Update without site visit ("Level 3") \$675.

For further information about our firm and services, please visit our web site at arsinc.com. To serve you efficiently, we have enclosed an update worksheet we need to prepare your reserve analysis. If you have any questions or concerns, please feel free to call us.

Sincerely,

ADVANCED RESERVE SOLUTIONS, INC.

Handwritten signature of Mark Smith

Mark Smith
Senior Consultant

ACCEPTANCE: [ ] Option 1 or [ ] Option 2
[ ] Option 1a (Add photos w/site visit)
I have read and agree to the attached Reserve Analysis Terms & Conditions.
Signature Date
Print Name Title

# Laurelmont

## Community Association

### MEMORANDUM

**Date:** March 12, 2021  
**To:** Board of Directors  
**From:** Management  
**Subject:** Landscape Maintenance & Enhancements

Management obtained the following estimates from Harvest Landscaping for maintenance and enhancements to the Association's Common Area landscaping. Below is a summary of the costs for each proposal.

The Association budgeted \$5,000.00 for Landscape Repair & Maintenance in 2021. As of February 28<sup>th</sup> the full budget remains. Management seeks direction from the Board regarding the proposed landscape maintenance.

Proposal	Description	Location	Cost
87197	Weed Spraying at Turf Areas	All	\$2,182.38
86910	Replace Lantana w/ Little John	15 Primrose	\$600.00
86913	Replace Turf w/ St Augustine	23-25 Primrose	\$10,640.00

**Grand Total: \$13,422.38**



# PROPOSAL # 87197

**Customer:**  
 Laurelmont Community Association  
 Otis HOA Management  
 23120 Alicia Parkway, Suite 215  
 Mission Viejo, CA 92692

**Date:** Mar 20, 2021  
**Expire date:**  
**Revision:**

**Source:** Bid  
**Reference:**

## CHEMICAL ESTIMATE

**Address:**  
 Pepperwood, Aliso Viejo, CA, USA

**Location:**  
 Turf areas throughout the Community.

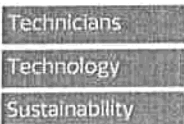
**Project description:**

The following proposal is to treat Broadleaf weeds in the turf. Broadleaf and buckhorn plantain (Plantago major and P. lanceolata) are two major perennial weeds in California. These weeds can be found in turfgrass, ornamental plantings, gardens, roadsides, and pastures. Both species are found throughout the state and grow year-round. This weed may form dense populations of individual plants that compete with desirable plant species. Established plantains produce seed and vegetative structures that can contaminate equipment and spread to new areas. The best method of control is the treatment of existing broadleaf weeds with a select Herbicide and proper turf management to prevent the spread and return of weeds.

**Materials/Labor needed to perform the project**

Qty	Description		UOM	Price
2.5	SPEEDZONE SOUTHERN 1 GAL	\$232.95	GAL	\$582.38
16	Horticulture Technician (Chemical Applicator)	\$100.00	HOUR	\$1,600.00
			<b>Subtotal</b>	<b>\$2,182.38</b>
<b>TOTAL ESTIMATE:</b>				<b>\$2,182.38</b>

By approving the above proposal you (Association representative, managing agent, homeowner, business community manager or agent) are hereby releasing Harvest Landscape Enterprises, Inc. from any liability for items damaged below ground or any unforeseen problems that may result from performance of services discussed in this proposal. You guarantee ownership of the proposed work area and you further agree that Harvest shall not be held liable for and agree to indemnify and hold Harvest harmless against any future claims relating to the services performed. In the event inclement weather interrupts the performance of duties, work will be restarted at our earliest convenience. Inclement weather includes, but is not limited to: high winds, rain, thunderstorms, etc. You are responsible for notifying homeowners/tenants/ businesses that perishable items need to be removed from the work area prior to the commencement of the above proposed work. In the event services are interrupted due to unforeseen obstruction by homeowners or tenants (cars, personal property, etc.), so that rescheduling is required, a \$500.00 trip charge will be applied to the total invoice for any subsequent visits needed to complete the work. You agree to pay 1.5% per month late charge (18.0% per annum) or the highest allowed by law for late payment of the invoice resulting from the above proposal. Late charges will begin on the day following invoice due date. The prices quoted on this proposal are valid for a period of 45 days. Harvest Landscape Enterprises, Inc. reserves the right to re-evaluate and adjust the pricing as necessary for proposals approved after the 45-day period.



8030 E. Crystal Drive  
 Anaheim, CA 92807

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**F** +1 714 693 8123

PG 1 / 3  
 hlei.us

Source: Bid  
Reference:

Date: Mar 20, 2021  
Expire date:  
Revision:

Please let me know what you decide.  
Thank You,

Proposal Approved: \_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Print Name)

Fernando Lopez  
gutierrez

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

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### Location of the Proposed Work

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1 Pepperwood, Aliso Viejo, CA, USA Location: Turf areas throughout the Community.

Source: Bid  
Reference:

Date: Mar 20, 2021  
Expire date:  
Revision:

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**Materials to be used on the proposal**

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SPEEDZONE SOUTHERN 1 GAL



# PROPOSAL # 86910

**Customer:**  
 Laurelmont Community Association  
 Otis HOA Management  
 23120 Alicia Parkway, Suite 215  
 Mission Viejo, CA 92692

**Date:** Mar 8, 2021

**Expire date:**

**Revision:**

**Source:** Bid

**Reference:**

## PLANTING PROPOSAL

**Address:**  
 15 Primrose, Laguna Hills, CA, USA

**Location:**  
 Under the the Brazilian Pepper trees

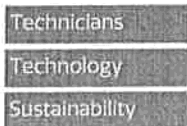
**Project description:**

The following proposal has been requested during the landscape walk, remove all the existing old Lantana from the two tree-wells located near 15 Primrose. Once the removal and grinding is completed the area will be planted with 5-gallon Little Johns. The proposal includes sourcing and delivering the plants from the nursery; it also includes the layout, placement, planting, planting fertilizers, and warranty of plants as detailed in the products below and also include the demolition of the old plants and plants installation.

**Materials/Labor needed to perform the project**

Qty	Description		UOM	Price
20	5-gallon Callistemon Little John " (Little John Dwarf Bottlebrush)	\$30.00	EA	\$600.00
			<b>Subtotal</b>	<b>\$600.00</b>
<b>TOTAL ESTIMATE:</b>				<b>\$600.00</b>

By approving this proposal, you ("Customer") the (Association representative, managing agent, homeowner, business community manager or agent) recognize, understand and agree that the work represented herein is not included in the scope of work of any other agreement. You the "Customer" hereby release Harvest Landscape Enterprises, Inc. from any and all liability for items damaged below ground or any unforeseen problems that may result from performance of services discussed in this proposal. You guarantee ownership of the proposed work area and you further agree that Harvest shall not be held liable for and agree to indemnify and hold Harvest harmless against any future claims relating to the services performed. In the event inclement weather interrupts the performance of duties, work will be restarted at our earliest convenience. Inclement weather includes, but is not limited to: high winds, rain, thunderstorms, etc. You are responsible for notifying homeowners/tenants/ businesses that perishable items need to be removed from the work area prior to the commencement of the above proposed work. In the event services are interrupted due to unforeseen obstruction by homeowners or tenants (cars, personal property, etc.), so that rescheduling is required, a \$500.00 trip charge will be applied to the total invoice for any subsequent visits needed to complete the work. You agree to pay a one time \$50 late charge and 1.5% per month late charge (18.0% per annum) or the highest allowed by law for late payment of the invoice resulting from the above proposal. Late charges will begin on the day following invoice due date. The prices quoted on this proposal are valid for a period of 45 days. Harvest Landscape Enterprises, Inc. reserves the right to re-evaluate and adjust the pricing as necessary for proposals approved after the 45-day period.



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 Anaheim, CA 92807

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PG 1 / 5

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Source: Bid  
Reference:

Date: Mar 8, 2021  
Expire date:  
Revision:

Please let me know what you decide.

Thank You,

Fernando Lopez  
gutierrez

Proposal Approved:

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

### Location of the Proposed Work



1 15 Primrose, Laguna Hills, CA, USA Location: Under the the Brazilian Pepper trees

Source: Bid  
Reference:

Date: Mar 8, 2021  
Expire date:  
Revision:

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**Project Photos** Taken for proposal



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**Project Photos** Taken for proposal



Source: Bid  
Reference:

Date: Mar 8, 2021  
Expire date:  
Revision:



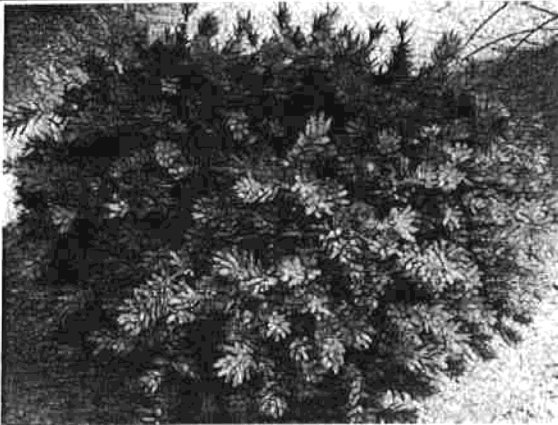
**Source:** Bid  
**Reference:**

**Date:** Mar 8, 2021  
**Expire date:**  
**Revision:**

---

**Plants and trees to be used on the proposal**

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5-gallon Callistemon Little John " (Little John Dwarf Bottlebrush)  
Exposure: Full Sun  
E/D: Evergreen  
Water: Medium  
Color: Red  
Season: Year Round  
USDA H.Z.: 8 to 11



# PROPOSAL # 86913

**Customer:**  
Laurelmont Community Association  
Otis HOA Management  
23120 Alicia Parkway, Suite 215  
Mission Viejo, CA 92692

**Date:** Mar 8, 2021

**Source:** Bid

**Expire date:**

**Reference:**

**Revision:**

## PLANT MATERIAL REMOVAL AND REPLACEMENT

**Address:**  
23 Primrose, Aliso Viejo, CA, USA

**Location:**  
South-side of the houses.

### Project description:

The following proposal has been requested during the landscape walk behind 23-25 Primrose. Remove approximately 1,500 square feet of unwanted turf that over the years the rabbits and poor the sunlight the existing turf is not doing well. The turf removal process includes the following process, we first treat the turf with Glysohate, a chemical that the plant absorbs and will kill the turf from the root. We then turn off the irrigation to the areas to be removed and allow the areas to dry out. Within two weeks the turf will be ready to be removed. With the use of a sod cutter and other equipment, we will remove the turf and we will be left with dirt.

### Materials/Labor needed to perform the job

Qty	Description		UOM	Price
1500	SOD, ST. AUGUSTINE	\$5.68	SQ FT	\$8,520.00
1	Dump Fees 1 Ton Truck	\$600.00	EA	\$600.00
16	LANDSCAPE TECHNICIAN HOURS	\$35.00	HOUR	\$560.00
8	LEAD LANDSCAPE TECHNICIAN HOURS	\$120.00	HOUR	\$960.00
			<b>Subtotal</b>	<b>\$10,640.00</b>
<b>TOTAL ESTIMATE:</b>				<b>\$10,640.00</b>

By approving this proposal, you ("Customer") the (Association representative, managing agent, homeowner, business community manager or agent) recognize, understand and agree that the work represented herein is not included in the scope of work of any other agreement. You the "Customer" hereby release Harvest Landscape Enterprises, Inc. from any and all liability for items damaged below ground or any unforeseen problems that may result from performance of services discussed in this proposal. You guarantee ownership of the proposed work area and you further agree that Harvest shall not be held liable for and agree to indemnify and hold Harvest harmless against any future claims relating to the services performed. In the event inclement weather interrupts the performance of duties, work will be restarted at our earliest convenience. Inclement weather includes, but is not limited to: high winds, rain, thunderstorms, etc. You are responsible for notifying homeowners/tenants/ businesses that perishable items need to be removed from the work area prior to the commencement of the above proposed work. In the event services are interrupted due to unforeseen obstruction by homeowners or tenants (cars, personal property, etc.), so that rescheduling is required, a \$500.00 trip charge will be applied to the total invoice for any subsequent visits needed to complete the work. You agree to pay a one time \$50 late charge and 1.5% per month late charge (18.0% per annum) or the highest allowed by law for late payment of the invoice resulting from the above proposal. Late charges will begin on the day following invoice due date. The prices quoted on this proposal are valid for a period of 45 days. Harvest Landscape Enterprises, Inc. reserves the right to re-evaluate and adjust the pricing as necessary for proposals approved after the 45-day period.

Technicians  
Technology  
Sustainability

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Anaheim, CA 92807

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F +1 714 693 8123

PG 1 / 2

hlei.us

Source: Bid  
Reference:

# PROPOSAL # 86913

Date: Mar 8, 2021  
Expire date:  
Revision:

Please let me know what you decide.

Thank You,

Fernando Lopez  
gutierrez

Proposal Approved:

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

---

**Project Photos** Taken for proposal



# Laurelmont

## Community Association

### MEMORANDUM

**Date:** March 25, 2021  
**To:** Board of Directors  
**From:** Management  
**Subject:** Roof Repair Proposals

Management seeks the direction of the Board for the following proposals provided by Superior Roofing.

	Shingle Repair	Window Trim Repair	Total Cost
• 46 Willowood	\$1,550.00	\$755.00	\$2,305.00
• 82 Primrose	\$3,250.00		<u>\$3,250.00</u>
			<b>\$5,555.00</b>

The Association has budgeted \$33,048.00 in 2021 for Roof Repair & Maintenance and \$12,222.19 remains.



# PROPOSAL

Laurelmont Community Assoc.  
46 Willowood  
Aliso Viejo, CA 92656

**Prepared For:**  
Associa

Date: 02/11/2021





Superior Roofing Co  
2913 Saturn St  
Suite C  
Brea, CA 92821  
Rep: Darryl Cruz  
Rep Phone: (800) 761-6272  
Project #: 198114

Associa  
27051 Towne Centre Drive, Suite 200  
Foothill Ranch, CA 92610  
Attn:  
Customer Ref #:  
Project Address: Laurelmont Community Assoc., 46  
Willowood, Aliso Viejo, CA 92656

Date Prepared: 03/09/2021

## PROPOSAL

### Laurelmont Community Assoc. 46 Willowood - Roofing and Window Trim Repairs

Superior Roofing proposes to provide the following scope of work:

Shingle Roof Scope:

- Remove existing Shingles and haul away debris from premises. (100-200SF)
- Clean and prepare roof surface for installation of repairs.
- Furnish and install One (1) layer of Fontana 30# underlayment to prepared roof surface where Shingles have been removed per applicable specifications.
- Apply high-grade fibered flashing compound where necessary to roof surface.
- Furnish and install new shingles to roof surface per manufacturer's specification and replacing broken or missing Shingles with new to match existing.
- Furnish and install new roof jack flashings to pipes.
- Apply high-grade urethane caulking compound to any roof jack penetrations and where else necessary.
- Complete above in a prompt and workmanlike manner including cleanup and hauling of all roofing debris from premises.

**Estimated Start Date:** Within 30-60 days of notice to proceed, unless otherwise specified within this agreement.

**Time for completion:** The work to be provided by Contractor shall be commenced and be completed within the negotiated start date determined by Owner and Contractor.

SRC Initials: \_\_\_\_\_

Owner Initials: \_\_\_\_\_



All of the above work is to be completed in a substantial and workman like manner according to standard practices for the sum of:

**Proposal Total Investment Cost**  
\$1,550.00

One Thousand, Five Hundred and Fifty Dollars

**WARRANTY**

Superior Roofing will provide a 1 year contractor labor warranty.

**ADDITIONAL ITEMS**

**Seal Window Trim**

- Seal window with high-grade urethane caulking.
- Clean roof area and haul away debris off roof premises.

**Seal Window Trim Total Investment Cost**  
\$755.00  
Seven Hundred and Fifty - Five Dollars

[This space intentionally left blank]

SRC Initials: \_\_\_\_\_

Owner Initials: \_\_\_\_\_





FOLLOWING ADDITIONAL TERMS AND CONDITIONS ARE PART TO THE CONTRACT; INITIALLING REQUIRED

- 1. DRAINS:** It is the Owners responsibility to ensure that all drains are free and clear from all debris after roofing work, also it is the Owners responsibility to maintain that the drains are free and clear through the roof guarantee period.
- 2. ROOF TOP EQUIPMENT:** Unless otherwise noted in the scope of work, Contractor is not to be held responsible for leaks caused by roof top equipment included, but not limited to skylights, conduits, signs, air conditioner, duct work, sheet metal pans, etc. Additionally, Contractor is not liable for any leaks caused by 3rd party damage to roof top equipment and or roof surface.
- 3. SATELLITE DISHES:** Contractor shall use reasonable care, but is not responsible for TV antennas, guide wires or adjustments of TV sets and satellite dishes.
- 4. HAZARDOUS MATERIALS:** Unless otherwise noted in the scope of work, there is no reference referring to asbestos or other hazardous material provisions. Contractor shall not be held liable for any removal or remediation of hazardous materials that is not currently detailed in the scope of work. The cost of any testing or abatement of materials containing asbestos or other hazardous materials shall be the responsibility of the Owner.
- 5. PONDING OR COLLECTION OF WATER:** Unless otherwise noted in the scope of work, Contractor is not responsible for correcting existing roof surfaces to eliminate ponding or collection of water unless included in the contract terms here in
- 6. SCHEDULE OF WORK:** Unless a work schedule is noted in this agreement, the Contract Price assumes that the project will be completed in one continuous work flow. The Contractor understands and assumes responsibility should weather conditions require a change in scheduling. Should the Owner or Owner representatives require a change in the continuous work flow, the Contractor reserves the right to issue a change order that will compensate the Contractor for the break in work flow, re-mobilization fees, cost of re-scheduling other projects, etc.
- 7. RAISING OR MOVING OF EQUIPMENT:** Unless specified in this agreement, Owner shall be responsible for and agrees to move, raise, or lift all objects (including but not limited to, conduits, signs, sky-lights, air conditioners, etc.), which must be raised, moved, or lifted in order to properly apply the roof. If Owner fails to raise, move, or lift such objects Contractor shall assume no responsibility for, and shall not be liable for the operation of or damage to any such objects.
- 8. EXCESS WIND:** Guarantee void in the event of wind damage if wind is in excess of mfg. specifications.
- 9. CHANGE OF OWNERSHIP:** Warranty is transferable only after re-inspection of the roof is made. If no additional work is required, a fee is required to honor the Guarantee & Certificate.
- 10. CLEANUP:** On completion of the work Contractor will remove debris and surplus material from Owner's property and will leave the property in a neat and broom-clean condition
- 11. LACK OF PAYMENT:** Any payment not made according to the payment schedule will immediately accelerate all remaining payments to become immediately due and payable. All work will cease and Owner to assume all leak damaged liability until payments are received and work is commenced. Guarantee is void if job not paid in full.

SRC Initials: \_\_\_\_\_

Owner Initials: \_\_\_\_\_



**12. EXTRA WORK, CHANGES and DELETIONS:** If Owner, either in writing or orally, directs or authorizes any modification or addition to the work covered by this contract, the price for such work shall added to the contract price and shall be as agreed upon by the parties. In the absence of such an agreement the price for the work shall be the cost plus 20% for overhead and profit. As the extra work progresses, payment for extra work shall be made concurrently with payments made under the payment schedule. Requests for extra work should be made in writing, but the Contractor is entitled to be paid for extra work whether the requests are in writing or not. Expense incurred on account of unusual or unanticipated conditions not apparent at the time this contract was entered into shall be paid by the Owner as extra work.

**13. WORKER'S COMPENSATION INSURANCE & OTHER FORMS OF INSURANCE:** Contractor shall carry Workers' Compensation Insurance to meet statutory requirements with the coverage limits identified on "Exhibit C" of this Contract herein, at no additional cost to Customer, for the protection of Contractor's employees during the progress of the work. Contractor shall also carry Comprehensive General Liability Insurance with the coverage limits identified on "Exhibit A" of this Contract, at no additional cost to Customer; contractor on request will issue additional insured certificates. Customer shall obtain and pay for insurance against injury to Customer's own employees, persons under Customer's discretion, and persons on the job site at Customer's invitation, at no cost to Contractor.

**14. EXISTING CONDITIONS:** Contractor shall not be obligated to perform any work to correct damages made by termites or dry rot unless expressly included in this Contract. However, if in the course of the work, any such damages made by termites or dry rot are found on the roof, or related surfaces, Contractor shall make reasonable attempt to notify Customer of any extra work necessary to complete the project and the Contractor shall perform such work at an additional charge to Customer.

- a. The Contractor is not responsible for:
  - i. The attachment of existing roof top items such as, but not limited to, conduit, lighting, signage, racking, mechanical equipment, solar equipment, or any other items attached to the top or underside of the roof deck.
  - ii. Attachment or replacement of foil radiant barrier under deck, if any.
  - iii. Contractor will perform a complete a pre-inspection of the roof area however unexposed gas, water and electrical lines could be damaged. Roofing is done normally once every 10-15 years and this additional work, if any, is a normal facet of a proper re-roofing product. Due to this fact, Contractor assumes no liability for and damages which could occur to these items
- b. In addition, the Contractor shall have no obligation, unless explicitly stated in the specifications, to perform any of the following:
  - i. Correction of existing roof conditions to eliminate ponding or standing water, and if specifically included in the specifications, Contractor will only be responsible for reduction of, not elimination of, 'substantial' ponding or standing water on the roof deck or in drain box areas; the amount of reduction is to be at the sole discretion of the Contractor, however, as a general rule of thumb: 72 hours after the cessation of rain, there shall not be standing water of a quantity sufficient to cause damage to either the building structure or the roofing system.
  - ii. Correction of water intrusion through skylights, smoke or access hatches, vents, pitch pans, platform covers, mechanical or ventilation equipment, or walls, unless specifically included in the specifications.
  - iii. The Contractor will not be held responsible for repairs of roof top mechanical equipment made during or after the completion of the roofing project, unless prior to commencement of the roofing project, the roof top equipment is certified as to condition and working order.

**15. DUTIES AND RESPONSIBILITES OF THE CUSTOMER:**

- a. The Customer shall be responsible for giving proper notification and warning to any and all tenants, lessees, sub-lessees, employees, or any other parties specified by the Customer, regarding proper preparation and precaution for the impending roofing project.

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Owner Initials: \_\_\_\_\_



- b. Subject to the provisions of Section 11 of this agreement, if Work Areas for this project include areas over interior space under open-beam roof decks, into which debris or roofing materials could enter the interior of the building, the Customer shall be responsible for protection of interior building areas and all contents including, but not limited to, equipment, inventory and occupants, in order to prevent any damage or injuries during the project.
- c. The Customer shall be responsible for coordinating the work of other separate Contractors and for the Customer's own work forces or tenants, so as not to impede or conflict with the work of the Contractor, and so as to promote a safe working environment and timely completion of the project.
- d. The Customer agrees to grant and provide reasonable access to the property for Contractor's employees Contractor's equipment & vehicles, and storage of job related materials and debris. Customer further agrees to provide and allow Contractor use of, and access to, water and electricity on site as necessary for completion of work authorized by Customer.
- e. In the event the Customer should intentionally or negligently cause the Contractor's work to be delayed or halted once commenced, the Contractor shall be entitled to reasonable reimbursement for shutdown, standby, damage and restart-up costs.
- f. To the extent necessary for the commencement and completion of the Specifications, Customer shall be responsible for removing all objects or abandoned equipment left on the roof prior to commencement of the work, unless otherwise specifically stated in this Contract.
- g. All objects on the roof or parapet walls, including but not limited to: air conditioners, skylights, signs, walls, door ledges, windows, solar units, antennas/satellite dishes, compressors or any other objects that are not, professionally, permanently and securely sealed or mounted, shall be professionally, permanently and securely sealed or mounted, or temporarily removed by Customer prior to commencement of work, to the extent necessary to facilitate proper completion of the work.
- h. The Customer shall have the roof drainage plumbing system, including drainpipes and down spouts, checked prior to commencement of work, and if necessary, cleared or replaced. Thereafter Customer shall maintain clear roof drainage with, at minimum, annual inspection of both roof areas around drains and scuppers, and all associated plumbing, to insure clear unimpeded roof drainage.

**16. DUTIES AND REPRESENTATIONS OF THE CONTRACTOR:**

- a. The Contractor shall, at its sole expense, supply and install new materials free from defect, of a type approved for the work in question and shall be installed in accordance with generally acceptable trade practices. On work of re-roofing or recover, unless otherwise specified in this Contract or attachments thereto, the Contractor shall use existing flashings.
- b. The Contractor shall raise, move, or lift objects or equipment left on the roof by Customer as set forth in Section 15(g), as necessary to properly complete the Contracted work, at additional cost to Customer which shall be invoiced separately and is in addition to the Payment Amount. Notwithstanding the preceding sentence, Contractor shall, in a timely manner, notify the Customer of any such necessary rising, moving or lifting required for the work to proceed properly. The Customer agrees to hold the Contractor harmless of responsibility for the operation of, or possible damage to, said items resulting from moving or lifting.
- c. The Contractor does not assume responsibility for concealed conditions, pre-existing illegal conditions, termites, dry rot damage, asbestos removal, deck deflection, defects in the roof drainage, or structural design of the building causing standing water on the roof or other conditions.
- d. The Contractor will perform all work in a tidy manner consistent with normal trade practices. Contractor will promptly remove all job related equipment and debris from the jobsite and will leave the work area in a general 'broom clean' condition upon completion

**17. MEDIATION AND ARBITRATION OF DISPUTES:** In the event of any dispute between the parties as to the performance or interpretation of any of the provisions of this Contract, or as to matters related to but not covered by this Contract, the parties shall in good faith confer with each other to try to resolve such dispute.

SRC Initials: \_\_\_\_\_

Owner Initials: \_\_\_\_\_



However, if the parties cannot reach a resolution amongst themselves, the parties shall try to resolve such dispute by mediation. Either party may give written notice of its request for mediation to the other party. Within 10 days after the giving of such notice, both parties shall jointly contact JAMS, (or if JAMS no longer exists, then EnDispute or other reputable and comparable mediation service), to submit the dispute for mediation. The mediation shall be conducted by a mediator acceptable to both parties; provided that if the parties are unable to agree on the mediator within 10 days after the submission of the dispute for mediation, the mediation service selected shall have the right to designate the mediator from its own panel of mediators, which designation shall be conclusive upon the parties. Each party may be represented by its own attorney at all phases of the mediation process. The mediator will have the power to award to any party or parties to the dispute any sums for costs, expenses, and attorneys' fees that the mediator deem proper. The mediation shall be held in accordance with the rules and procedures of the construction industry arbitration rules of the American Arbitration Association and the mediation service selected. The parties shall cooperate and act diligently in the scheduling of the mediation. If mediation does not result in the settlement of all disputes between the parties, the parties agree that the unresolved dispute shall thereafter be finally resolved by an arbitration to be conducted in Los Angeles, California under the auspices of and in accordance with the rules of JAMS (or if JAMS no longer exists, then EnDispute or other reputable and comparable arbitration service) then in effect and applicable to arbitration of commercial matters and in accordance with the construction industry arbitration rules of the American Arbitration Association. Each party shall be entitled to conduct discovery to the fullest extent permitted by California Code of Civil Procedure § 1283.05 et seq. The prevailing party in such arbitration shall be entitled to reasonable costs and expenses (including attorneys' fees) which are incurred by the other party. The arbitration award shall be binding on both parties. The judgment upon the award rendered pursuant to such arbitration may be entered in or by any court having jurisdiction thereof.

**18. GOVERNING LAW:** This agreement shall be construed in accordance with the laws of the State of California.

**19. ENTIRE AGREEMENT:** This contract constitutes the entire agreement of the parties. No other agreements, oral or written, pertaining to the work to be performed under this contract exists between the parties. This contract can be modified only by an agreement in writing signed by both parties.

**20. ADDITIONAL TERMS AND CONDITIONS (IF ANY ENTERED HERE):** None

**21. NOTICE TO OWNER:** The law requires that, before a licensed contractor can enter a contract with you for a work improvement on your property, he must give you a copy of this Notice. Under the mechanics' lien laws of California, person who help to improve your property and are not paid have a right to enforce their claim against your property. This claim is known as a mechanics' lien; he is making a claim on your property as security against payment of a just debt. In other words, this law allows contractors, subcontractors, laborers, suppliers or certain others who may have provided goods or services to place a lien on your home or the structure they built, repaired or improved for you for any unpaid portion of the goods and services they furnish. For example, if you fail to pay your contractor or if your contractor fails to pay his subcontractor or laborers, then those people can look to your property for payment EVEN IF YOU HAVE PAID YOUR CONTRACTOR IN FULL.

There are a number of ways to protect yourself and your property at the onset of contracting and throughout the construction project. You might, for instance, request that the contractor furnish you with a payment and performance bond. (This is a different bond than the one currently required by Contractors' License Law). The additional cost is usually minimal and is a certain guarantee that the project will be completed and the bills paid. You, may also wish to record this payment and performance bond and file the contract with the County Recorder to further protect yourself. You may want to contact the California Insurance Commission to see if the bonding company is engaging in and unfair claims practice.

SRC Initials: \_\_\_\_\_

Owner Initials: \_\_\_\_\_



Another avenue available to you is to use a funding control company. The control company acts as a third party, disbursing all funds for payment and usually securing all the necessary release of liens. A funding control company is a specialized construction escrow which makes payment directly to subcontractors and suppliers. By doing this, it affords additional protection against valid liens.

Should you choose not to use the above, the following are some of the important time requirements you should be aware of regarding the mechanics' lien laws:

**A. PRELIMINARY NOTICE:** A claimant, contractor, subcontractor, or material suppliers is entitled to enforce a lien only if he gives the preliminary twenty days (20) notice, if applicable. All claimants, other than the original contractor (the person you contracted with), or a laborer performing actual labor for wages, must give this notice. Therefore, people who may not even know, such as a subcontractor, or a material supplier, must notify you that they are providing supplies or services to your property which may later create lien. This Preliminary Notice must be given no later than twenty (20) days after the claimant has first furnished labor, services, equipment or material to the job site. If you get such a Preliminary Notice, do not be alarmed. The Notice is intended for your protection so that you may then require your contractor to furnish you with an unconditional lien release prior to or concurrently with payment to him.

**B. NOTICE OF MECHANICS' LIEN:** If the claimants must record a Notice and Claim of Lien with-in ninety (90) days of the completion of the work. If a Notice of Completion: or a Notice of Cessation of Labor has been recorded, then the Mechanics' Lien must be recorded with-in sixty (60) days by the original contractor and within thirty (30) days obey all other claimants such as subcontractors, material suppliers, etc. The claimants must indicate on the notice what is owed to them. This lien will now bind your property like a mortgage or trust deed.

**C. COMPLAINT TO FORECLOSE A MECHANICS' LIEN:** If the claimants' demands are not satisfied, then they must usually file the suit within ninety (90) days after the recordation of a Notice of Mechanics' Lien. The complaint to foreclose the lien is filed in a regular court proceeding and follow in a similar manner. YOU SHOULD BE AWARE THAT YOUR PROPERTY COULD BE SOLD AND THE PROCEEDS FROM THE SALE USED TO SATISFY THE CLAIM.

**D. NOTICE OF NON-RESPONSIBILITY:** You can protect yourself and your property from a valid claim of a contractor, or subcontractor who is doing work on your property, but not at your request (for example if you have a tenant who has contracted for work to be done). You can do this by posting and recording a Notice of Non-Responsibility. The notice must be posted in a conspicuous place within ten (10) days after you have obtained knowledge of the work. You must then record the notice at the County Recorder's Office. You can usually purchase this form various sources.

**E. UNCONDITIONAL LIEN RELEASE:** You may also require that the original contractor provide you with unconditional releases signed by each and every person who has performed any work or Labor as well as every person who has delivered any materials to your job. Be sure to get releases from each person who gave you a Preliminary Notice.F. Notice of Completion. The Owner of the property or his agent (sometimes the general contractor) can record a Notice of Completion with-in ten (10) days following the actual completion of the work or improvement. The effect of the Notice of Completion is to shorten the time period for the contractors or subcontractors to file their Mechanic's Lien.

The above is not meant to be an exhaustive review of mechanics' liens. It is intended that you understand that you are entering into a contract which may bind your property and is intended that you understand how to act to protect your property.

**CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS STATE LICENSE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR OR THIS CONTRACT MAY BE REFERRED TO THE REGISTRAR OF THE BOARD WHOSE NAME IS:  
CONTRACTORS STATE LICENSE BOARD  
PO BOX 2600 SACRAMENTO, CALIFORNIA 95827**

SRC Initials: \_\_\_\_\_

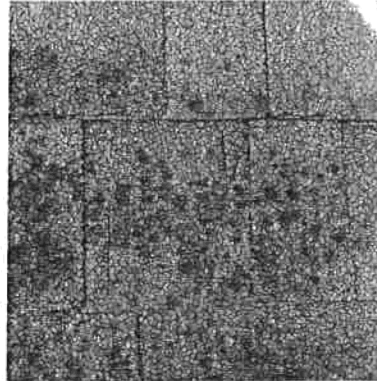
Owner Initials: \_\_\_\_\_





WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

Found some cuts on the shingles.



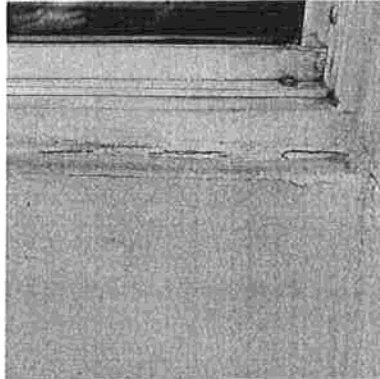
WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

Found some cuts on the shingles.



WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

We need to seal all around the window. The wood is rotten and has cracks around it.



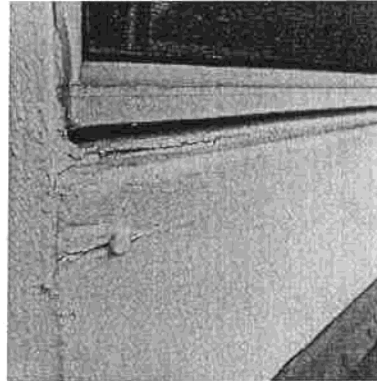
WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

We need to seal all around the window. The window is deteriorated and has many water penetration points.



WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

We need to seal all around the window. Located many small water penetration points.



WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

The window frame has many cracks and small gaps.



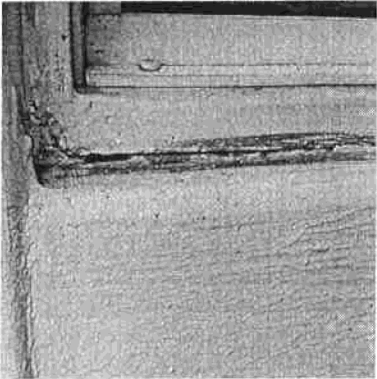
WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

Located some shingles that are deteriorated and should be replaced.



WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

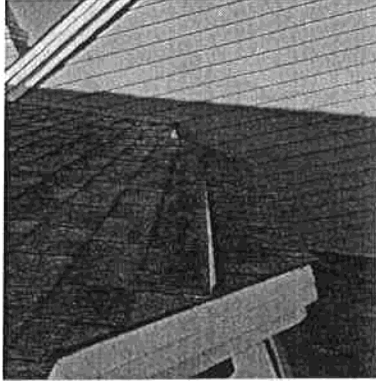
We need to seal the window frame. The wood is deteriorated and has many gaps.





WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

Need the replace the metal. Approximately three rows of shingles need to be removed in order to fix the metal flashing.



WORKORDER:[ WO #198114 (ALT#:) (CL#:) ]

Need the replace the metal. Approximately three rows of shingles need to be removed in order to fix the metal flashing.

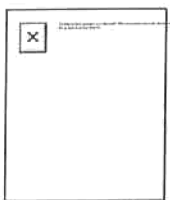


**From:** Superior Roofing Service Department <service@superiorrw.com>  
**Sent:** Wednesday, March 10, 2021 8:47 AM  
**To:** rayna@otishoa.com  
**Subject:** Re: 46 Willowood  
**Attachments:** custom\_images (3).pdf

Good morning Rayna, no need to apologize, we welcome your questions and are here to assist. To answer your question, the shingle roof (flat roof as you refer to) has some really deteriorated areas. Please see the attached photo report we submitted to the previous property manager. Some of the shingles are cut, and some others are just highly deteriorated, thus why we also included the proposal to repair those areas. We actually had a technician who went out to the property and conducted some temporary repairs, but in order to ensure there will be no more leaks we definitely need to consider replacing the shingles as well. I hope that helps, and again, we are here to assist.

Sergio Martinez

Service Manager



**Office:** 800.761.6272 x106

**Cell:** 562-371-7381

**Fax:** 909.428.0380

**Service Email:** [Service@superiorrw.com](mailto:Service@superiorrw.com)

**Personal Email:** [smartinez@superiorrw.com](mailto:smartinez@superiorrw.com)

**NO-SHOW OR CANCELLATION POLICY:**

Our goal is to provide the best quality service to all our customers in a timely manner. If cancellation is extremely necessary we require that you call our office at your earliest convenience or at least 24 hours in advance. Appointments are in high demand, and your advanced notice will allow other customers access to that appointment time. Cancellations and no-shows can be an inconvenience to other customers. Please be aware of our policy regarding no-shows or cancellations.

Any cancellation or reschedules within less than 24 hours prior to the appointment will result in a cancellation fee. The cancellation fee will be \$195. If your point of contact is more than one hour late for the requested service, we may not be able to accommodate you that same day. In this case, the same cancellation fee will apply. We will do everything in our power to reschedule services for another time that is more convenient for you. In the event of an unavoidable emergency, please contact Superior Roofing Service Department at your earliest convenience, and we will do our best to use any cancellation fee for any future services. If you need to cancel your appointment, please call us at 800.761.6272 x106 between the hours of 7:00 a.m. to 6:00 p.m. If necessary, you may leave a detailed voicemail message. We will return your call as soon as possible. Or you may email us at [service@superiorrw.com](mailto:service@superiorrw.com). Make sure you include your property address, unit # and a good contact name and number.

On Wed, Mar 10, 2021 at 8:38 AM <[rayna@otishoa.com](mailto:rayna@otishoa.com)> wrote:



# PROPOSAL

Laurelmont Community Assoc.  
82 Primrose  
Aliso Viejo, CA 92656

**Prepared For:**  
Otis HOA Management

Date: 03/10/2021



Superior Roofing Co  
2913 Saturn St  
Suite C  
Brea, CA 92821  
**Rep:** Sergio Martinez  
**Rep Phone:** (800) 761-6272  
**Project #:** 198395

Otis HOA Management  
23120 Alicia Parkway, Suite 214  
Mission Viejo, CA 92692  
**Attn:**  
**Customer Ref #:**  
**Project Address:** Laurelmont Community Assoc., 82  
Primrose, Aliso Viejo, CA 92656

**Date Prepared:** 03/10/2021

## PROPOSAL

### Laurelmont HOA - 82 Primrose - Roof Shingle Repair

**Superior Roofing proposes to provide the following scope of work:**

- Remove existing Shingles and haul away debris from premises (400 sqft approximately).
- Clean and prepare roof surface for installation of repairs.
- Replace up to (3) sheets of plywood to match existing.
- Furnish and install One (1) layer of Fontana 30# underlayment to prepared roof surface where Shingles have been removed per applicable specifications.
- Apply high-grade fibered flashing compound where necessary to roof surface.
- Furnish and install new shingles to roof surface per manufacturer's specification and replacing broken or missing Shingles with new to match existing.
- Furnish and install new roof jack flashings to pipes.
- Apply high-grade urethane caulking compound to any roof jack penetrations and where else necessary.
- Complete above in a prompt and workmanlike manner including cleanup and hauling of all roofing debris from premises.

**Estimated Start Date:** Within 30-60 days of notice to proceed, unless otherwise specified within this agreement.

**Time for completion:** The work to be provided by Contractor shall be commenced and be completed within the negotiated start date determined by Owner and Contractor.

SRC Initials: \_\_\_\_\_

Owner Initials: \_\_\_\_\_



All of the above work is to be completed in a substantial and workman like manner according to standard practices for the sum of:

**Proposal Total Investment Cost**

\$3,250.00

Three Thousand, Two Hundred and Fifty Dollars

**WARRANTY**

Superior Roofing will provide a 1 year contractor labor warranty.

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SRC Initials: \_\_\_\_\_

Owner Initials: \_\_\_\_\_







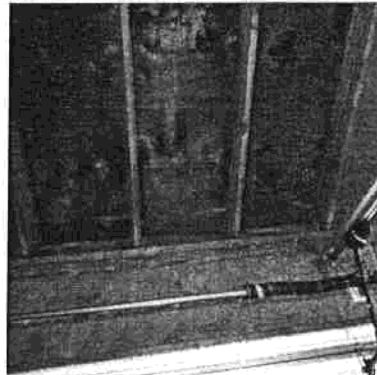
WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Front view of Laurelmont Community Association.



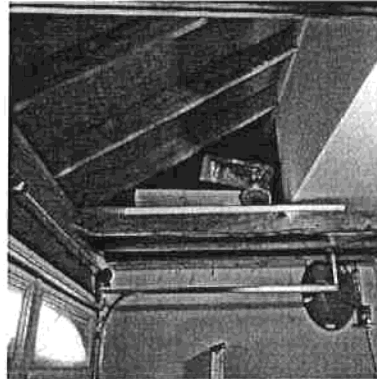
WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Garage ceiling found with damaged plywood.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Garage ceiling found with multiple watermarks.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

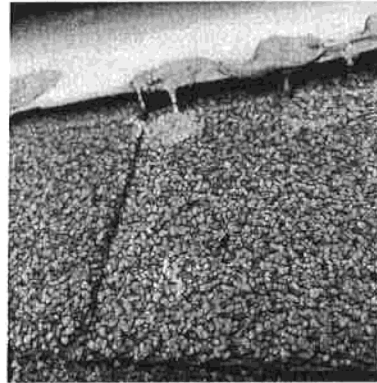
Garage ceiling with damaged plywood.





WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Area found with failing sealant. Exposed nail allowing water penetration.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

View of roof before inspection.



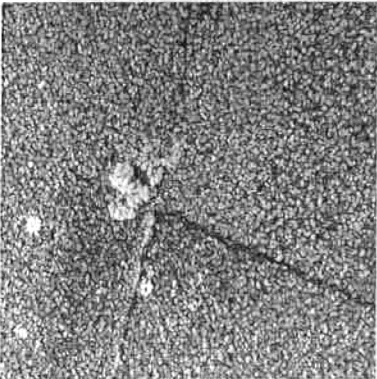
WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Multiple exposed nails found during leak inspection.



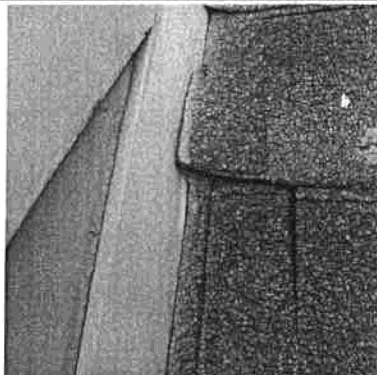



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

View of exposed nail.

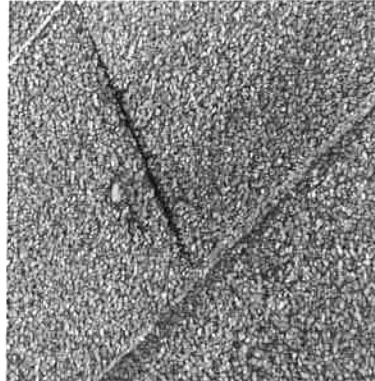




<p>WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]</p> <p>Deteriorated shingles and exposed nail.</p>	
<p>WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]</p> <p>Exposed nail and extremely deteriorated shingles.</p>	
<p>WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]</p> <p>Deteriorated shingle allowing water penetration and exposed nail.</p>	
<p>WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]</p> <p>Shingle roof found in poor condition.</p>	

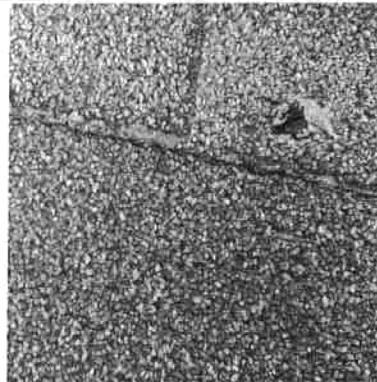
WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Shingles found with deteriorated membrane.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Closer view of exposed nail.



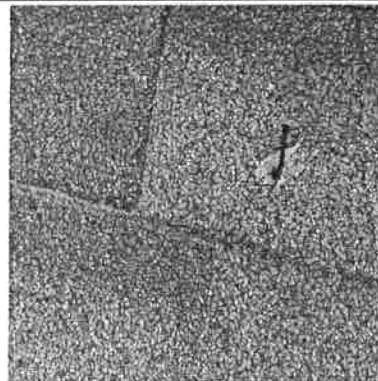
WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Exposed nail with deteriorated sealant.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

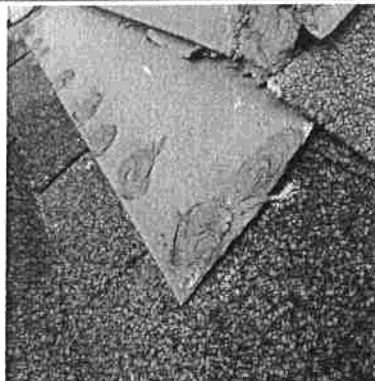
Exposed nail with deteriorated sealant.





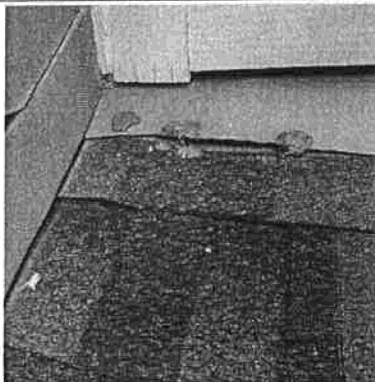
WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Area found with deteriorated sealant and exposed nails.



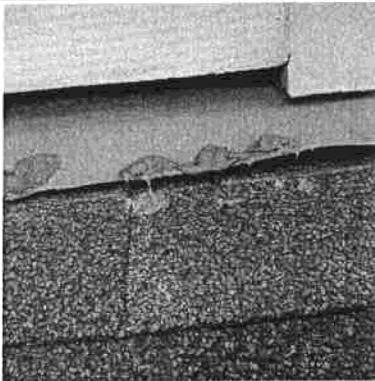
WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Area found with deteriorated sealant.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Area found with deteriorated sealant.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Detached shingles with exposed nail allowing water penetration.





WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to all exposed nails as a temporary measure.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to all exposed nails as a temporary measure.



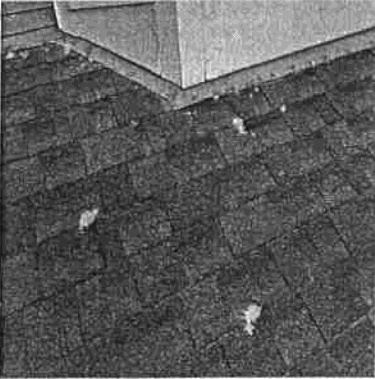
WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to exposed nail as a temporary measure.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to all exposed nails as a temporary measure.





WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to all needed areas as a temporary measure.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to shingles with penetration as a temporary measure.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to all needed areas as a temporary measure.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to shingles with penetration and all needed areas as a temporary measure.





WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to shingles with penetration and all needed areas as a temporary measure.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to shingles with penetration and all needed areas as a temporary measure.



WORKORDER:[ WO #198395 (ALT#:) (CL#:) ]

Applied high grade urethane caulking to shingles with penetration and all needed areas as a temporary measure. Job completed.





# Laurelmont

## Community Association

### MEMORANDUM

**Date:** March 24, 2021  
**To:** Board of Directors  
**From:** Management  
**Subject:** Concrete Repairs

Management obtained the following estimates from Spectrum Property Services for repairs to Common Area concrete panels. The damage at 17 Willowood and 69 Primrose were the result of plumbing repairs determined to be Association responsibility. The damage to 60 Willowood was the result of Common Area tree roots undermining the concrete. Below is a summary of the estimated cost for repairs.

Location	Description	Cost
17 Willowood	Option 1: Panel Replacement	\$2,220.80
	Option 2: Patch & Cut Out	\$542.00
69 Primrose	Option 1: Panel Replacement	\$1,453.66
	Option 2: Patch & Cut Out	\$542.00
60 Willowood	Panel Replacement	\$1,368.22

**Total Cost: Option 1 - \$5,042.68**  
**Option 2 - \$2,452.22**

The Association budgeted \$15,000.00 for General Repairs & Maintenance in 2021, and \$12,049.60 remains. Management seeks direction from the Board regarding these repair requests.



Phone: (949) 598-0652  
Fax: (949) 598-0671  
Email: service@spectrumpsinc.com  
PO Box 2402, Laguna Hills, CA 92654  
Lic. # B747726

[www.spectrumpsinc.com](http://www.spectrumpsinc.com)

March 1, 2021

**Proposal No. 11749**  
**Work order: 001686**

**SUBMITTED TO:**

C/O Otis HOA Management  
23120 Alicia Parkway, STE 215  
Mission Viejo, CA 92692

**RE:** concrete repairs

**Job Site Location:** 17 Willowood

**Inspection:** Three is an area on the driveway where the concrete has been cut out to repair a plumbing issue. The panel that the cut has been made is cracked out. We will provide two options: One to replace the panel and one to patch back the square. It is our recommendation to replace the section so it will look uniform. There is an area that has been ground before due to the tree roots. The tree should be removed.

- Notify owner
- Saw cut area
- Hammer out areas
- The area will be dug up and formed.
- Remove tree roots as needed
- The new concrete area will be poured using minimum 2,500 PSI mix.
- Color to be standard concrete
- #3 Rebar will be used on 24" centers
- All concrete spoils and forms will be hauled away

**Option 1: remove and replace the damaged section: entire panel**

Laurelmont Community Association will pay the contractor for the material and labor to be performed under the contract sum of **Two Thousand Two Hundred Twenty Dollars and 80/100 (\$2,220.80)**

*Chris Newman*                      *3/1/2021*

	Date		Date
<b>Spectrum Representative</b>		<b>Authorized Representative</b>	

**Option 2: Patch back the cut out section only: approximately 4 x 4**

Laurelmont Community Association will pay the contractor for the material and labor to be performed under the contract sum of **Five Hundred Forty Two Dollars (\$542)**

*Chris Newman*                      *3/1/2021*

	Date		Date
<b>Spectrum Representative</b>		<b>Authorized Representative</b>	



---

### **Payment Terms:**

Laurelmont Community Association will pay the contractor for the material and labor to be performed under the contract sum as described above, subject to additions and deductions pursuant to authorized change orders. City/County permits, drawings, plan checks fees etc. are not part of this contract. Permits, plans and or drawings can be requested as an authorized change order. Please note acceptance of this proposal and a work order approving such will be the same and enforceable as a signature to this proposal by the board of directors. All unsigned proposals will indicate emergency work to be performed and approved. Net 30

**Distribution of Specifications to Other Contractors: This proposal is proprietary and for customer only. Specifications of this proposal may NOT be distributed without the written approval of Spectrum Property Services, Inc. If specifications are distributed without written consent then Spectrum Property Services, Inc has the option of charging the association 25% of the contract amount**

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### **Please Note:**

- *The color and texture of the finished concrete will be matched as close as possible, but we cannot guarantee it to match exactly. Some variation may occur, especially during drying time.*
- *Residents shall refrain from walking on the new concrete for a **minimum of two (2) days** after completion. This is to allow the concrete to set up properly. Premature traffic may cause cracking. Follow-up repairs, if necessary, to be charged as change order.*

- Contractor is not responsible for watching the concrete dry. Association will be responsible to ensure proper drying of concrete and possible security to guard wet concrete. Any damage resulting from animals, residents, homeowners and or guests will be the responsibility of association and will result in a change order. Please inform us if proposal is approved and you will require security so we can coordinate schedules.
- Contractor cannot guarantee against but not limited to cracking, lifting, aggregates, compaction failures, expansive soils, sulfate conditions, erosions, vandalism and or natural causes.
- Contractor will do its best to not damage any landscaping due to repairs but due to the nature of the repairs some landscaping will be disturbed and might need to be replaced by association.
- We do not make any claims to be an engineer. If homeowner is worried about movement, they should contact a soils engineer
- Permits for encroachment, soils stabilization, plan fees, demolition fees are excluded. Permits, bonds, and other inspection fees not provided in this proposal and will not be included.
- If the roots need to be removed we will remove them but association acknowledges that Spectrum Property Services, Inc is not responsible for any and all damage to the plant/tree material. We recommend that the Association consult with the Associations Landscaper and or Arborist to determine if removal of roots will cause damage to the plant material. We can coordinate working with Associations Landscaper to have them remove roots if advised with approval of proposal

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### **Terms and Conditions:**

**License and Insurance:** All work shall be completed in a workman-like manner and in compliance with all building codes and other applicable laws. To extent required by law all work shall be performed by individuals duly licensed and authorized by law to perform said work. Contractor may at its discretion engage subcontractors to perform work hereunder, provided Contractor shall fully pay said subcontractor and in all instances remain responsible for the proper completion of the contract. Contractor shall furnish Owner with appropriate releases or waivers of lien for all work performed or materials provided at the time the next periodic payment shall be due. Contractor warrants it is adequately insured for injury to its employees and others incurring a loss or injury as a result of the acts of the Contractor or its employees or subcontractors.

**Change Orders:** All change orders shall be in writing and be signed by both Owner and Contractor, and shall be incorporated in, and become a part of the contract. Contractor cannot prevent and will not guarantee against consequential damage due to the delay in approving a change order including but not limited to water damage, mold, and loss of use.

**Work Notice & Clean Up:** Contractor agrees to remove all debris and leave premises in broom clean condition daily. Spectrum Property Services Inc. will notify the residents 48 hours before commencing work.

**Non-compliance by homeowners/residents:** Non-compliance by homeowners/residents which results in the physical and or verbal abuse of any of Spectrum Property Services Inc. employees will result in a breach of contract and the association will be held responsible for damages and delays.

**Personal Property:** Spectrum Property Services Inc. will do its best in protecting all personal property. It is the homeowner's responsibility to remove all valuables from area. Spectrum will not be responsible for any stolen or broken property.

**Contract Delay:** Spectrum Property Services Inc. shall not be liable for any delay due to

circumstances beyond its control including strikes, casualty or general unavailability of materials. Spectrum Property Services Inc. shall not be liable for non-compliance by homeowners/residents by not complying with the terms of the contract including but not limited to removing all personal items from construction area.

**Landscape:** Spectrum Property Services Inc. will do its best to not damage any landscaping due to repairs but due to the nature of the repairs some landscaping will be disturbed and might need to be replaced by association.

**Notice to Owner:** You, the homeowner (the "Buyer") have the right to require that your Contractor furnish you with a performance and payment bond or use a joint control approved by the Registrar of Contractors. You, the Buyer, may cancel this transaction at any time prior to midnight of the third business day (in the case of disaster repairs, seventh business day) after the day of this transaction. See the attached Notice of Cancellation form for an explanation of this right.

**Warranty:** Contractor warrants all work performed for a period of 12 months following completion.

Spectrum Property Service, Inc cannot be held liable for defects in material including but not limited to splitting, bowing, twisting, cracking, lifting, seeping and or warping. Spectrum Property Service, Inc cannot be held liable for damages from natural causes including but not limited to, earthquakes, floods, hurricanes, thunderstorms, mud slides, rains, fires, snow/hailstorms, tsunami and or tornados.

Spectrum Property Service, Inc cannot be held liable for damages from sprinklers, vandalism, reactive aggregates, compaction failures, expansive soils, sulfate conditions, erosions, ground/slope movement, mold, animals, and or residents/quests/homeowners.

**Acceptance of this proposal:** - The aforementioned specifications, conditions and cost are satisfactory and hereby accepted, thus creating a binding contract. Each party hereby acknowledges that it has been given the opportunity to have its independent counsel to review this agreement prior to executing it. Walk-thru will be made by an authorized board member within 10 days of notification. If walk-thru is not completed, payment is made, then the job is deemed acceptable. All past invoices subject to 1.5% per month service charge (after 30 days). Customer agrees to pay attorney fees and collection expenses in the event of a delinquent payment. In the event Owner shall fail to pay any periodic or installment payment due hereunder, Contractor may cease work without breach pending payment or resolution of any dispute. All disputes hereunder shall be resolved by binding arbitration in accordance with the rules of the American Arbitration Association.

**Distribution of Specifications to Other Contractors:** This proposal is proprietary and for customer only. Specifications of this proposal may **NOT** be distributed without the written approval of Spectrum Property Services, Inc. If specifications are distributed without written consent then Spectrum Property Services, Inc has the option of charging the association 25% of the contract amount.

**Expiration of unsigned Contract:** This proposal is good for 30 days from date of contract.

Chris Newman

3/1/2021

Spectrum Representative

Date

Authorized Representative

Date





Phone: (949) 598-0652  
Fax: (949) 598-0671  
Email: service@spectrumpsinc.com  
PO Box 2402, Laguna Hills, CA 92654  
Lic. # B747726

www.spectrumpsinc.com

March 19, 2021

Proposal No. 11816  
Work order: 001677

**SUBMITTED TO:**

C/O Otis HOA Management  
23120 Alicia Parkway, STE 215  
Mission Viejo, CA 92692

RE: concrete repairs

Job Site Location: 69 Primrose

**Inspection:** There is an area on the driveway where the concrete has been cut out to repair a plumbing issue. The panel that the cut has been made is cracked out. We will provide two options: One to replace the panel and one to patch back the square. It is our recommendation to replace the section so it will look uniform.

- Notify owner
- Saw cut area
- Hammer out areas
- The area will be dug up and formed.
- Remove tree roots as needed
- The new concrete area will be poured using minimum 2,500 PSI mix.
- Color to be standard concrete
- #3 Rebar will be used on 24" centers
- All concrete spoils and forms will be hauled away

**Option 1: remove and replace the damaged section: entire panel**

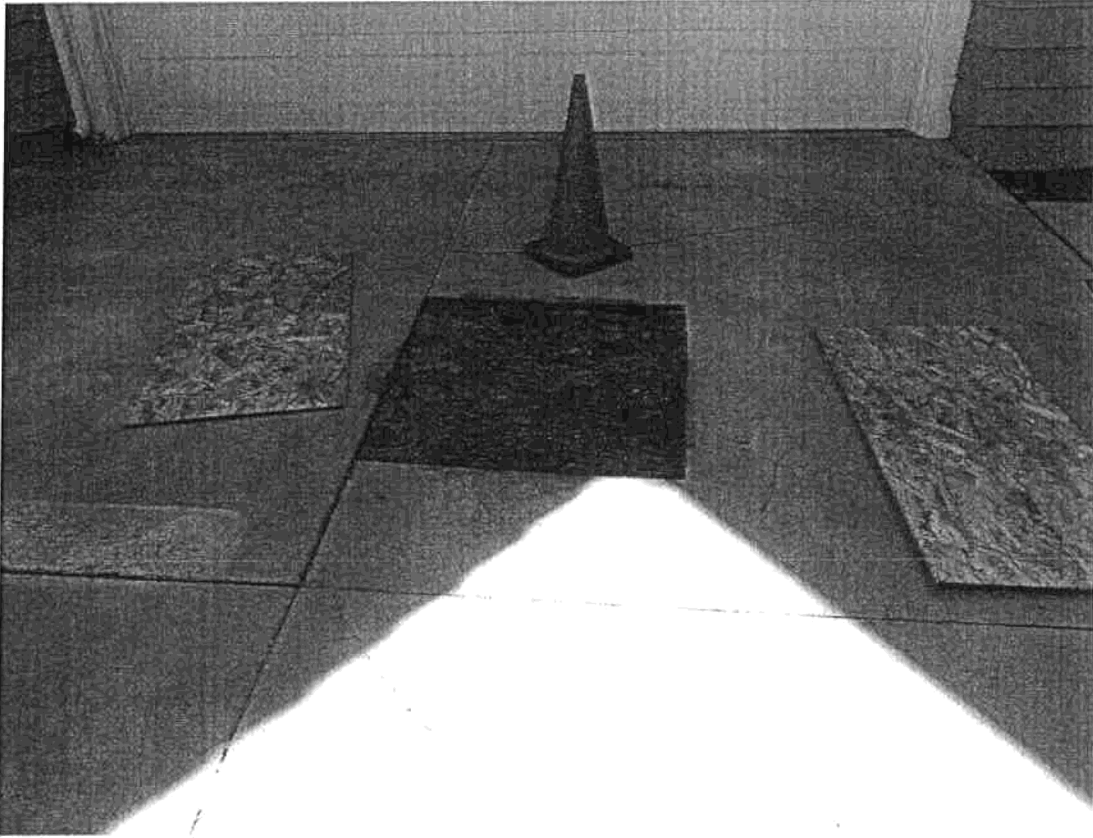
Laurelmont Community Association will pay the contractor for the material and labor to be performed under the contract sum of **One Thousand Four Hundred Fifty Three Dollars and 66/100 (\$1,453.66)**

<u>Chris Newman</u>	<u>3/19/2021</u>		
Spectrum Representative	Date	Authorized Representative	Date

**Option 2: Patch back the cut out section only: approximately 4 x 4**

Laurelmont Community Association will pay the contractor for the material and labor to be performed under the contract sum of **Five Hundred Forty Two Dollars (\$542)**

<u>Chris Newman</u>	<u>3/19/2021</u>		
Spectrum Representative	Date	Authorized Representative	Date



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**Payment Terms:**

Laurelmont Community Association will pay the contractor for the material and labor to be performed under the contract sum as described above, subject to additions and deductions pursuant to authorized change orders. City/County permits, drawings, plan checks fees etc. are not part of this contract. Permits, plans and or drawings can be requested as an authorized change order. Please note acceptance of this proposal and a work order approving such will be the same and enforceable as a signature to this proposal by the board of directors. All unsigned proposals will indicate emergency work to be performed and approved. Net 30

**Distribution of Specifications to Other Contractors:** This proposal is proprietary and for customer only. Specifications of this proposal may NOT be distributed without the written approval of Spectrum Property Services, Inc. If specifications are distributed without written consent then Spectrum Property Services, Inc has the option of charging the association 25% of the contract amount

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**Please Note:**

- *The color and texture of the finished concrete will be matched as close as possible, but we cannot guarantee it to match exactly. Some variation may occur, especially during drying time.*
- *Residents shall refrain from walking on the new concrete for a **minimum of two (2) days** after completion. This is to allow the concrete to set up properly. Premature traffic may cause cracking. Follow-up repairs, if necessary, to be charged as change order.*

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**Payment Terms:**

Laurelmont Community Association will pay the contractor for the material and labor to be performed under the contract sum of **One Thousand Three Hundred sixty Eight dollars and 22/100 (\$1,368.22)**, subject to additions and deductions pursuant to authorized change orders. City/County permits, drawings, plan checks fees etc. are not part of this contract. Permits, plans and or drawings can be requested as an authorized change order. Please note acceptance of this proposal and a work order approving such will be the same and enforceable as a signature to this proposal by the board of directors. All unsigned proposals will indicate emergency work to be performed and approved. Net 30

**Distribution of Specifications to Other Contractors: This proposal is proprietary and for customer only. Specifications of this proposal may NOT be distributed without the written approval of Spectrum Property Services, Inc. If specifications are distributed without written consent then Spectrum Property Services, Inc has the option of charging the association 25% of the contract amount**

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**Please Note:**

- *The color and texture of the finished concrete will be matched as close as possible, but we cannot guarantee it to match exactly. Some variation may occur, especially during drying time.*
- *Residents shall refrain from walking on the new concrete for a **minimum of two (2) days** after completion. This is to allow the concrete to set up properly. Premature traffic may cause cracking. Follow-up repairs, if necessary, to be charged as change order.*
- *Contractor is not responsible for watching the concrete dry. Association will be responsible to ensure proper drying of concrete and possible security to guard wet concrete. Any damage resulting from animals, residents, homeowners and or guests will be the responsibility of association and will result in a change order. Please inform us if proposal is approved and you will require security so we can coordinate schedules.*
- *Contractor cannot guarantee against but not limited to cracking, lifting, aggregates, compaction failures, expansive soils, sulfate conditions, erosions, vandalism and or natural causes.*
- *Contractor will do its best to not damage any landscaping due to repairs but due to the nature of the repairs some landscaping will be disturbed and might need to be replaced by association.*
- *We do not make any claims to be an engineer. If homeowner is worried about movement, they should contact a soils engineer*
- *Permits for encroachment, soils stabilization, plan fees, demolition fees are excluded. Permits, bonds, and other inspection fees not provided in this proposal and will not be included.*
- *If the roots need to be removed we will remove them but association acknowledges that Spectrum Property Services, Inc is not responsible for any and all damage to the plant/tree material. We recommend that the Association consult with the Associations Landscaper and or Arborist to determine if removal of roots will cause damage to the plant material. We can coordinate working with Associations Landscaper to have them remove roots if advised with approval of proposal*

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**Terms and Conditions:**

**License and Insurance:** All work shall be completed in a workman-like manner and in





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March 19, 2021

Proposal No. 11817  
Work order: 17

**SUBMITTED TO:**

C/O Otis HOA Management  
23120 Alicia Parkway, STE 215  
Mission Viejo, CA 92692

**RE:** concrete repairs

**Job Site Location:** 60 Willowood

**Inspection:** There is an area on the sidewalk where the concrete is lifted. There are tree roots that are damaging the concrete and creating a hazard. The tree is right up against the sidewalk and should be removed. The areas have been ground before. We will remove and replace the section of concrete. Approx. 3.5' x 11'  
**Salt Finish**

- Notify owner
- Saw cut area
- Hammer out areas
- The area will be dug up and formed.
- Remove tree roots as needed
- The new concrete area will be poured using minimum 2,500 PSI mix.
- Color to be standard concrete
- #3 Rebar will be used on 24" centers
- All concrete spoils and forms will be hauled away



**From:** Naomi McMasters <naomi@spectrumpsinc.com>  
**Sent:** Monday, March 1, 2021 11:21 AM  
**To:** kathy@otishoa.com  
**Cc:** Service@spectrumpsinc.com  
**Subject:** 19 Primrose - Laurelmont - WO# 001577 P# 11392 - Rear Fence Repairs

Kathy,  
Speaking with the homeowner and the way the vinyl was installed. We are not able to do this Proposal. The homeowner wants the fence to be leveled however this is not possible because the ground is unlevel and it moves with time. Please let me know how you would like to proceed?

--



**Naomi McMasters**  
Project Coordinator, Spectrum Property Services  
(949) 598-0652 | naomi@spectrumpsinc.com  
**Address:** 23532 Commerce Center Dr., Suite #A  
Laguna Hills, Ca 92653  
**Website:** www.spectrumpsinc.com



\*\*\*Please send all work orders to [service@spectrumpsinc.com](mailto:service@spectrumpsinc.com)\*\*\*



WATER | MOLD | FIRE | PLUMBING | REPAIRS

# Emergency Services Proposal

Date: 2/24/2021  
 Customer: Laurelmont HOA

Job# / WO#: Job# 21-0231/WO#001674  
 Loss Address: 53 Pepperwood

Equipment Charges (Per 24hr Period)	Qty	Days	UOM	Cost Per	Quoted
Air Mover			Ea.	\$ 30.00	\$ -
Air Scrubber			Ea.	\$ 70.00	\$ -
Large Dehumidifier			Ea.	\$ 80.00	\$ -
XL Dehumidifier			Ea.	\$ 105.00	\$ -
Desiccant Dehumidifier			Ea.	\$ 230.00	\$ -
E-TES w/Air Mover (Thermal Heat Exchanger)			Ea.	\$ 230.00	\$ -
Wall Cavity Drying (Injection Type w/ Airmover)			Ea.	\$ 180.00	\$ -
Wood Floor Mat Drying Extraction System			Ea.	\$ 180.00	\$ -
Protective Wear	Qty		UOM	Cost Per	Quoted
Protective Wear - Standard (Mask, Coveralls, Gloves, Booties)	1		Per Job	\$ 85.00	\$ 85.00
Protective Wear - Cat. 3 or Mold (Mask, Coveralls, Gloves, Booties)			Per Job	\$ 220.00	\$ -
Labor & Material Charges	Qty		UOM	Cost Per	Quoted
Service Call - Standard Hours (Arrive 8am - 5pm)	1		Per Job	\$ 165.00	\$ 165.00
Service Call - After Hours (Arrive 5pm - 8am)			Per Job	\$ 250.00	\$ -
Equipment Set-Up, Take-Down - Standard Hours (Arrive 8am - 5pm)			Per Job	\$ 220.00	\$ -
Equipment Set-Up, Take-Down - After Hours, Sewage or Mold (Arrive 8am - 5pm)			Per Job	\$ 360.00	\$ -
Contents Manipulation / Property Protection - Standard Hours (Arrive 8am - 5pm)			Hr.	\$ 55.00	\$ -
Contents Manipulation / Property Protection - After Hours (Arrive 8am - 5pm)			Hr.	\$ 85.00	\$ -
Build Containment			Ea.	\$ 75.00	\$ -
Labor - Standard Hours (Arrive 8am - 5pm)	3		Hr.	\$ 55.00	\$ 165.00
Labor - After Hours, Sewage or Mold (Arrive 5pm - 8am)			Hr.	\$ 85.00	\$ -
Materials (Protective Paper, Plastic, Bags, Disinfectant, Antimicrobial)	1		Per Room	\$ 57.00	\$ 57.00
Equipment Decontamination (Clean Sewage or Mold Job Equipment)			Ea.	\$ 70.00	\$ -
Debris Removal			Per Load	\$ 165.00	\$ -
Additional Services					Quoted
Abatement					
Appliance Removal/Installation					
Environmental Testing					
<b>Total Estimated Price:</b>					<b>\$ 472.00</b>

Concern (Why you contacted us): Outside window fungus: It has been reported that there is a fungus growing to the exterior left side of the fireplace by upper window in the backyard.

Cause (Source of Loss): Unknown

Correction (Our plan to fix the problem): We will need to apply anti microbial to window and window trimming and have it sit for about 5 minutes and removed fungus and disinfect area.once removed we will further inspect and see damage. If damage extends recommendation would be to removed window trimming

All work performed per ANSI/IICRC S500/S520 standards, as well as other industry professional guidelines. This proposal does not include the cost of repairs. Additional damages may result from removing any material(s) necessary to resolve the above issues in accordance with industry standards. It does not include post clearance testing unless otherwise specified in in this proposal. This proposal is based solely on a visual inspection. If we should discover any additional damage, we will advise issue a change order. Due to the possibility of additional damage that may result if the issue is not mitigated immediately, this proposal will expire 3 days from the date shown above. **CUSTOMER INITIALS:** \_\_\_\_\_

Print Name	Signature	Title	Date
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# Laurelmont Community Association

## MEMORANDUM

**Date:** March 25, 2021  
**To:** Board of Directors  
**From:** Management  
**Subject:** 15 Primrose Drywall Repair Proposals

Management has obtained competitive bids from MG Construction and ServiceFirst Restoration to repair the drywall of 15 Primrose after plumbing repairs were completed.

➤ <b>MG Construction</b>	<b>\$460.00</b>
➤ <b>ServiceFirst Restoration</b>	<b>\$507.35</b>

Management seeks the direction of the Board regarding these proposals.



*New Construction x Remodel x HOA Services*

Lic# 1054607

Insured & Bonded

wo# 14

**Laurelmont  
Unit 15 Primeroso  
Aliso Viejo, CA, 92659**

### **Drywall Patch Back.**

#### ***Scope of work:***

1. Place protection.
2. Square the cut done by others.
3. Install new backing where necessary.
4. Install new isolation approx. 5.5 square feet.
5. Cut and install new drywall approx. 1x5.
6. Mud tape and texture.
7. Clean up and pick up the debris.

**Total material and labor = \$460.00**

#### **Please note:**

- Does not include any other work not mentioned in this scope.

Phone # (714) 595-1479 - (714) 595-1478    E-mailMg21construction@gmail.com

Page 1



## Service First Restoration

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27071 Cabot Road, Suite # 105  
Laguna Hills, CA 92653  
1(888)88-First

Client: Laurelmont (HOA) Job# 21-0317 REC P  
Property: 15 Primrose  
Aliso Viejo, CA, 92656

Home: (888) 516-6532

Operator: BILL

Estimator: Bill Valles  
Position: Senior Recon Manager  
Company: ServiceFirst Restoration  
Business: 27071 Cabot Rd #105  
Laguna Hills , CA 92653

Cellular: (562) 810-5038  
E-mail: bill@callservicefirst.com

Type of Estimate: <NONE>

Date Entered: 3/21/2021

Date Assigned:

Price List: CAOG8X\_MAR21

Labor Efficiency: Restoration/Service/Remodel

Estimate: LAURELMONT-HOA

File Number: WO# 13

Estimate only includes work described and is subject to change in the event of and not limited to hidden damages and unforeseen issues out of our control. In the event the scope of work changes, only the cost of the deducted work and profit will be credited to client. Hazardous material testing/abatement/disposal, city fees/permits/code requirements, fireproofing and major flood prep excluded unless otherwise noted.



**Service First Restoration**

27071 Cabot Road, Suite # 105  
Laguna Hills, CA 92653  
1(888)88-First

**LAURELMONT-HOA**

**Garage**

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
1. Mask per square foot for drywall work	SF	0.00	0.29	0.00	0.00
2. 5/8" drywall - hung, taped, ready for texture	5.00 SF	0.00	2.60	0.21	13.21
3. Tape joint for new to existing drywall - per LF	12.00 LF	0.00	10.72	0.24	128.88
4. Texture drywall - machine	10.00 SF	0.00	0.60	0.03	6.03
5. Seal the surface area w/PVA primer - one coat	10.00 SF	0.00	0.62	0.05	6.25
<b>Totals: Garage</b>				<b>0.53</b>	<b>154.37</b>

**Labor Minimums Applied**

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
6. Drywall labor minimum	1.00 EA	0.00	352.98	0.00	352.98
<b>Totals: Labor Minimums Applied</b>				<b>0.00</b>	<b>352.98</b>

**Line Item Totals: LAURELMONT-HOA** **0.53** **507.35**



**Loss Type:**Water

**Date Of Loss:**3/12/2021 12:00:00 AM

**Loss Category:**Commercial

**Customer Name:**Laurelmont (HOA)

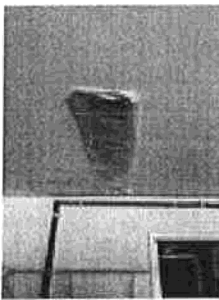
**E-mail Address:**rayna@otishoa.com

**Job Address:**15 Primrose  
Aliso Viejo, CA, 92656

**Main Contact Number:**1-888-516-6532

**Billing Address:**23120 Alicia Parkway  
Mission Viejo, CA, 92691

Job Number:21-0317-REC1-P Album:Rec Inspection

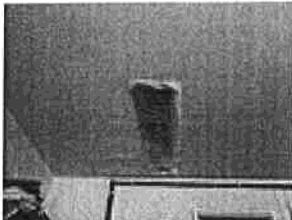


File Name:e1e65306-df01-43c8-8a27-de6e6652e417.jpg

Description:

HiRes Image URL:[Click Me](#)

Job Number:21-0317-REC1-P Album:Rec Inspection



File Name:52739d48-0bd4-4f55-86c1-db3f9c6e38bd.jpg

Description:

HiRes Image URL:[Click Me](#)

Job Number:21-0317-REC1-P Album:Rec Inspection



File Name:6e75731f-b289-4ae3-90eb-5e3278da8f9d.jpg

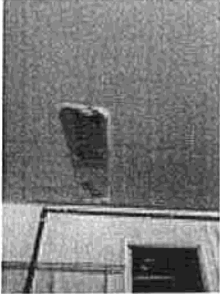
Description:



WATER | MOLD | FIRE | CONSTRUCTION

HiRes Image URL:[Click Me](#)

Job Number:21-0317-REC1-P Album:Rec Inspection



File Name:99ff78cf-b0b1-41f8-8d3b-fe5ed770c30f.jpg

Description:

HiRes Image URL:[Click Me](#)

# Laurelmont Community Assn

## Work Order History - 03/25/2021

### Detailed Report

W/O # 1	<u>Create Date</u> 03/01/2021  <u>Authorization:</u> ANG Angie Ramos <u>Summary:</u> Approved Proposal <u>Job Location</u> 25 Primrose #	<u>W/O Type</u> WOR Work Order    <u>Contact Name</u> Tracey Penn	<u>Lot/Unit #</u> 073	<u>Account #</u> 145541873	<u>Active</u> NO  <u>Assign to :</u> SPECTR SPECTRUM PROPERTY <u>Phone (1):</u> 949-378-6793 <u>Phone (2):</u> 949-448-8387	<u>Closing Date</u> 03/23/2021
<p><b>Detailed Description:</b> 3/1/21 - Per Tom James, Board President, please proceed with the repairs at 25 Primrose.</p> <p>Thank you, Angie</p> <p>3/23/21 - Work completed</p>						
W/O # 3	<u>Create Date</u> 03/04/2021  <u>Authorization:</u> RAY Rayna Schonwit <u>Summary:</u> Pool Maintenance Proposals <u>Job Location</u>	<u>W/O Type</u> RFP Request for Proposal    <u>Contact Name</u>	<u>Lot/Unit #</u>	<u>Account #</u>	<u>Active</u> NO  <u>Phone (1):</u>	<u>Closing Date</u> 03/25/2021
<p><b>Detailed Description:</b> 3/4/21- Please provide a proposal for pool maintenace service at Laurelmont Community Association. The address is 100 Willowood. The code to the pool lock is 7713 and the lockbox code is 2876. Give us a call at 888-516-6532 if you have any issues accessing the pool. Please see the email below for what to include in your bid. Thank you.</p> <p>Proposal receive Tri-County Pools</p>						
W/O # 4	<u>Create Date</u> 03/04/2021  <u>Authorization:</u> RAY Rayna Schonwit <u>Summary:</u> Pool Maintenance Proposal <u>Job Location</u>	<u>W/O Type</u> RFP Request for Proposal    <u>Contact Name</u>	<u>Lot/Unit #</u>	<u>Account #</u>	<u>Active</u> NO  <u>Assign to :</u> AQUAL AQUALINE POOL SERVICE <u>Phone (1):</u>	<u>Closing Date</u> 03/25/2021
<p><b>Detailed Description:</b> 3/4/21- Please provide a proposal for pool maintenace service at Laurelmont Community Association. The address is 100 Willowood. The code to the pool lock is 7713 and the lockbox code is 2876. Give us a call at 888-516-6532 if you have any issues accessing the pool. Please see the email below for what to include in your bid. Thank you.</p> <p>3/25/21- Proposal received. Work order completed. RS</p>						
W/O # 5	<u>Create Date</u> 03/04/2021  <u>Authorization:</u> ANG Angie Ramos <u>Summary:</u> Plumbing Inspection <u>Job Location</u> 15 Primrose #	<u>W/O Type</u> WOR Work Order    <u>Contact Name</u> Lance K Godbout	<u>Lot/Unit #</u> 066	<u>Account #</u> 145536666	<u>Active</u> NO  <u>Assign to :</u> JAM JAMES LECOURT PLUMBING <u>Phone (1):</u> 949-233-0066 <u>Phone (2):</u> 949-275-3938	<u>Closing Date</u> 03/25/2021
<p><b>Detailed Description:</b> 3/4/21 - Per my telephone conversation with Alley, please proceed with the plumbing inspection for 15 Primrose. If you could please submit a report to determine if this will be Homeowner responsibility or Association responsibility.</p> <p>Please feel free to contact me if you have any questions.</p> <p>Thank you, Angie</p>						

# Laurelmont Community Assn

## Work Order History - 03/25/2021

### Detailed Report

W/O #	Create Date	W/O Type	Lot/Unit #	Account #	Active	Closing Date
6	03/04/2021	WOR Work Order	114	209059114	NO	03/23/2021
	<b>Authorization:</b>	ANG Angie Ramos				
	<b>Summary:</b>	Roof Leak				
	<b>Job Location</b>	82 Primrose #	<b>Contact Name</b>	Bahareh Ershadi		
				<b>Phone (1) :</b>		
	<b>Special Instructions:</b>	Please feel free to call me if you have any questions. Thank you.				
	<b>Detailed Description:</b>	3/4/21 - Homeowner reported due to yesterday's rain his roof leaked and garage leaked.				
		If you could please schedule to have the roof and garage inspected and submit a proposal for any repairs needed. Please contact the homeowner Bahareh at 949-524-9710 to schedule the inspection.				
		Thank you, Angie				
		3/10/21 - Proposal received in the amount of \$3,250.00 for roof shingle repairs				
8	03/08/2021	BOD Board Approved Proposal	131	193147131	YES	
	<b>Authorization:</b>	ANG Angie Ramos				<b>Assign to :</b> JAM
	<b>Summary:</b>	Approved Proposal				JAMES LECOURT PLUMBING
	<b>Job Location</b>	13 Willowood #	<b>Contact Name</b>	HJ Bird-Gipson		
				<b>Phone (1) :</b> 949-690-9800		
	<b>Detailed Description:</b>	3/5/21 - Per the BOD, approved proposal to proceed with the plumbing repairs at a NTE \$4,400.00, please see attached.				
		Thank you, Angie				
9	03/09/2021	BOD Board Approved Proposal	131	193147131	NO	03/18/2021
	<b>Authorization:</b>	ANG Angie Ramos				<b>Assign to :</b> SPECTR
	<b>Summary:</b>	Approved Proposal				SPECTRUM PROPERTY
	<b>Job Location</b>	13 Willowood #	<b>Contact Name</b>	HJ Bird-Gipson		
				<b>Phone (1) :</b> 949-690-9800		
	<b>Detailed Description:</b>	3/9/21 - Per the Board President, approved proposal #11750, Option 2 in the amount of \$542.00 for the concrete repairs. Please see attached signed proposal.				
		Thank you, Angie				
		3/18/21 - Work completed				
10	03/09/2021	WOR Work Order	071	145539571	NO	03/19/2021
	<b>Authorization:</b>	RAY Rayna Schonwit				<b>Assign to :</b> HLE
	<b>Summary:</b>	Approved proposal 21 Primrose				HARVEST LANDSCAPE ENT.
	<b>Job Location</b>	21 Primrose #	<b>Contact Name</b>	Mr & Mrs Daniel Fazio		
				<b>Phone (1) :</b> 949-391-5263		
				<b>Phone (2) :</b> 949-212-7197		
	<b>Detailed Description:</b>	3/9/21- Approved proposal #86912 to plant a 5-gallon in the walkway of 21 Primrose in the amount of \$36.00.				
		3/19/21- Work order completed. RS				
11	03/10/2021	RFP Request for Proposal	135	192926135	YES	
	<b>Authorization:</b>	RAY Rayna Schonwit				<b>Assign to :</b> HLE
	<b>Summary:</b>	Request for proposal tree removal				HARVEST LANDSCAPE ENT.
	<b>Job Location</b>	17 Willowood #	<b>Contact Name</b>	Jerry N Green		
				<b>Phone (1) :</b>		
	<b>Detailed Description:</b>	3/10/21- Please send Management a proposal with photos to remove the tree next to 17 Willowood's driveway.				
		3/24/21 - Sent follow up email to Harvest Landscape				

# Laurelmont Community Assn

## Work Order History - 03/25/2021

### Detailed Report

<b>W/O #</b> 12	<u>Create Date</u> 03/10/2021	<u>W/O Type</u> BOD Board Approved Proposal	<u>Lot/Unit #</u> 106	<u>Account #</u> 242006106	<u>Active</u> YES
	<b>Authorization:</b> ANG Angie Ramos			<b>Assign to :</b> JAM	
	<b>Summary:</b> Approved Proposal			<b>JAMES LECOURT PLUMBING</b>	
	<u>Job Location</u> 69 Primrose #	<u>Contact Name</u> Victoria Gerson		<b>Phone (1) :</b>	

**Detailed Description:** 3/10/21 - Per BOD, the proposal for the plumbing repairs at a NTE cost of \$6,425.00 was approved for 69 Primrose. Please see attached signed proposal.

Thank you, Angie

<b>W/O #</b> 13	<u>Create Date</u> 03/10/2021	<u>W/O Type</u> RFP Request for Proposal	<u>Lot/Unit #</u> 066	<u>Account #</u> 145536666	<u>Active</u> NO	<u>Closing Date</u> 03/22/2021
	<b>Authorization:</b> ANG Angie Ramos			<b>Assign to :</b> SER1ST		
	<b>Summary:</b> Request for Proposal			<b>SERVICEFIRST RESTORATION,</b>		
	<u>Job Location</u> 15 Primrose #	<u>Contact Name</u> Lance K Godbout		<b>Phone (1) :</b> 949-233-0066		<b>Phone (2) :</b> 949-275-3938

**Detailed Description:** 3/10/21 - We would like to obtain a proposal for drywall repairs due to recent plumbing repairs at 15 Primrose. If you could please contact the homeowner Lance at 949-275-3938 to coordinate a time.

Thank you, Angie

3/22/21 - Proposal received in the amount of \$507.35 for drywall repairs.

<b>W/O #</b> 14	<u>Create Date</u> 03/10/2021	<u>W/O Type</u> RFP Request for Proposal	<u>Lot/Unit #</u> 066	<u>Account #</u> 145536666	<u>Active</u> NO	<u>Closing Date</u> 03/17/2021
	<b>Authorization:</b> ANG Angie Ramos			<b>Assign to :</b> MGC		
	<b>Summary:</b> Request for Proposal			<b>MG CONSTRUCTION</b>		
	<u>Job Location</u> 15 Primrose #	<u>Contact Name</u> Lance K Godbout		<b>Phone (1) :</b> 949-233-0066		<b>Phone (2) :</b> 949-275-3938

**Detailed Description:** 3/10/21 - We would like to obtain a proposal for drywall repairs due to recent plumbing repairs at 15 Primrose. If you could please contact the homeowner Lance at 949-275-3938 to coordinate a time.

Thank you, Angie

3/17/21 - Proposal received in the amount of \$460.00 for drywall repairs - AMR

<b>W/O #</b> 15	<u>Create Date</u> 03/11/2021	<u>W/O Type</u> WOR Work Order	<u>Lot/Unit #</u> 048	<u>Account #</u> 145504948	<u>Active</u> NO	<u>Closing Date</u> 03/25/2021
	<b>Authorization:</b> ANG Angie Ramos			<b>Assign to :</b> SER1ST		
	<b>Summary:</b> Gaps on bathroom floor			<b>SERVICEFIRST RESTORATION,</b>		
	<u>Job Location</u> 65 Pepperwood #	<u>Contact Name</u> Mr. & Mrs Gary Busansky		<b>Phone (1) :</b> 949-916-5579		<b>Phone (2) :</b> 714-434-9403

**Detailed Description:** 3/11/21 - Per the homeowner, she is trying to replace the bathroom floor, but the flooring company reported there are gaps on the bathroom floor. The homeowner seems to think it was from the previous work that was done back in December 2020.

If you could please have the floor in the bathroom inspected.

Please feel free to call me if you have any questions. Thank you, Angie

# Laurelmont Community Assn

## Work Order History - 03/25/2021

### Detailed Report

<b>W/O #</b> 16	<u>Create Date</u>	<u>W/O Type</u>	<u>Lot/Unit #</u>	<u>Account #</u>	<u>Active</u>
	03/11/2021	RFP Request for Proposal	166	194359166	YES
	<b>Authorization:</b>	ANG Angie Ramos			<b>Assign to :</b> HLE
	<b>Summary:</b>	Request for Proposal			HARVEST LANDSCAPE ENT.
	<u>Job Location</u>		<u>Contact Name</u>		INC
	60 Willowood #		Melissa M Lockett		<b>Phone (1) :</b>

**Detailed Description:** 3/11/21 - Homeowner Reports: There is a tree next to her walkway, the roots seem to be lifting the walkway.

If you could please inspect and submit a proposal to have the tree removed.

Please feel free to call me if you have any questions. Thank you, Angie

3/23/21 - Rayna followed up for status on the proposal.

<b>W/O #</b> 17	<u>Create Date</u>	<u>W/O Type</u>	<u>Lot/Unit #</u>	<u>Account #</u>	<u>Active</u>	<u>Closing Date</u>
	03/11/2021	RFP Request for Proposal	166	194359166	NO	03/23/2021
	<b>Authorization:</b>	ANG Angie Ramos			<b>Assign to :</b> SPECTR	
	<b>Summary:</b>	Request for Proposal			SPECTRUM PROPERTY	
	<u>Job Location</u>		<u>Contact Name</u>		SERVICES	
	60 Willowood #		Melissa M Lockett		<b>Phone (1) :</b>	

**Detailed Description:** 3/11/21 - Homeowner Reports: There is a tree next to her walkway, the roots seem to be lifting the walkway.

If you could please inspect and submit a proposal for concrete repairs.

Please feel free to call me if you have any questions. Thank you, Angie

3/23/21- Proposal received in the amount of \$1,368.22. Work order completed. RS

<b>W/O #</b> 18	<u>Create Date</u>	<u>W/O Type</u>	<u>Lot/Unit #</u>	<u>Account #</u>	<u>Active</u>	<u>Closing Date</u>
	03/12/2021	WOR Work Order	118	145561118	NO	03/25/2021
	<b>Authorization:</b>	ANG Angie Ramos			<b>Assign to :</b> HLE	
	<b>Summary:</b>	Irrigation leak			HARVEST LANDSCAPE ENT.	
	<u>Job Location</u>		<u>Contact Name</u>		INC	
	86 Primrose #		Ellen Story Dupuy		<b>Phone (1) :</b>	

**Detailed Description:** 3/12/21 - Homeowner Reports: There seems to be an irrigation leak. Location of leak: If looking at 86 Primrose to the front, walk to the left side of the residence and through the common (park) area staying close to the right side of the residence. As you reach the side gate to enter the backyard, continue walking and veer to the right to walk down the four to five foot grass corridor.

At that point, look down on the right side where the grass area transitions with the vinyl fencing and property line. There is approximately standing water that continues along the side of the fencing and continues to the drain area where the fence line breaks near the easement. Down near the drain the area is completely saturated with water. In certain areas the standing water is approximately two to four inches. The total length of the water spans across 15- 25 feet.

If you walk pass the easement there continues to be water saturation in the grass area along the side of 44 Primrose.

Please inspect the area and make any necessary repairs.  
Thank you, Angie

3/24/21 - Work completed

**Laurelmont Community Assn  
Work Order History - 03/25/2021**

Detailed Report

<b>W/O #</b> 20	<b><u>Create Date</u></b> 03/17/2021	<b><u>W/O Type</u></b> WOR Work Order	<b><u>Lot/Unit #</u></b> 112	<b><u>Account #</u></b> 239786112	<b><u>Active</u></b> NO	<b><u>Closing Date</u></b> 03/18/2021
	<b>Authorization:</b> KAT Kathy FLing				<b>Assign to :</b> TBMAN	
	<b>Summary:</b> Bees In Chimney				THE BEE MAN, INC.	
	<b><u>Job Location</u></b> 80 Primrose #		<b><u>Contact Name</u></b> Nicholas Angelillo		<b>Phone (1):</b> 949-370-9257	
	<b>Special Instructions:</b> Please call homeowner					
	<b>Detailed Description:</b> Homeowner called to report bees in the chimney and person with bee allergy lives in home Please address this issue ASAP					

<b>W/O #</b> 21	<b><u>Create Date</u></b> 03/23/2021	<b><u>W/O Type</u></b> RFP Request for Proposal	<b><u>Lot/Unit #</u></b> 166	<b><u>Account #</u></b> 194359166	<b><u>Active</u></b> YES	
	<b>Authorization:</b> RAY Rayna Schonwit				<b>Assign to :</b> SPECTR	
	<b>Summary:</b> 60 Willowood Water Intrusion				SPECTRUM PROPERTY	
	<b><u>Job Location</u></b> 60 Willowood #		<b><u>Contact Name</u></b> Melissa M Lockett		<b>Phone (1):</b> SERVICES	
	<b>Detailed Description:</b> 3/23/21- Please inspect this homeowner's walkway. She reports water intrusion when it rains heavily coming into her half bath which is next to the walkway. Thank you.					

**Laurelmont Community Assn**  
**Service Request History - 03/25/2021**

Detailed Report

SR #:	1	Create Date:	03/04/2021	Active:	NO	Closing Date:	03/04/2021	W/O #:	6
<b>S/R Type:</b>	CAL	Phone Call Received		<b>Job Location:</b>	82 Primrose				
<b>Authorization:</b>	ANG	Angie Ramos		<b>Contact:</b>	Bahareh Ershadi				
<b>Summary:</b>	Roof Leak								
<b>Description:</b>	3/4/21 - Homeowner reported due to yesterday's rain his roof leaked and garage leaked.								
	If you could please schedule to have the roof and garage inspected and submit a proposal for any repairs needed.								
	Thank you, Angie								
<b>Action to Take:</b>	Received call from homeowner reporting a roof and garage leak due to yesterday's rain. Management issued a work order to Superior Roofing.								
<b>Note:</b>	03/04/2021 Create Work Order #6								
SR #:	2	Create Date:	03/17/2021	Active:	NO	Closing Date:	03/17/2021	W/O #:	20
<b>S/R Type:</b>	CAL	Phone Call Received		<b>Job Location:</b>	80 Primrose				
<b>Authorization:</b>	KAT	Kathy FLing		<b>Contact:</b>	Kathleen D Alonso				
<b>Summary:</b>	Bees In Chimney								
<b>Description:</b>	Homeowner called to report bees in the chimney and person with bee allergy lives in home								
<b>Action to Take:</b>	Management issued a work order to The Bee Man to address the issue.								
<b>Note:</b>	03/17/2021 Create Work Order #20								



## Laurelmont Community Association

### ANNUAL CALENDAR 2021

<p><b>January</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, Jan 26th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk</li> <li>• Annual Meeting</li> <li>• Audit &amp; Tax prep</li> <li>• File Annual Water Quality Plan w/ Aliso Viejo</li> </ul>	<p><b>July</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, July 27th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 7/6</li> </ul>
<p><b>February</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, Feb 23rd Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk</li> <li>• f/u with taxes</li> </ul>	<p><b>August</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, August 31st Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 8/3</li> <li>• Reserve study- proposal</li> </ul>
<p><b>March</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, March 30th Executive Session @ 6:00PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 3/2</li> <li>• Insurance renewal 3/31</li> <li>• f/u with taxes</li> </ul>	<p><b>September</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, Sept 28th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 9/7</li> <li>• Pool heater off</li> </ul>
<p><b>April</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, April 27th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 4/6</li> </ul>	<p><b>October</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, Oct 26th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 10/5</li> <li>• Reserve study- approval</li> <li>• Request for candidates to be sent out</li> <li>• Approve budget</li> <li>• Backflow inspection</li> </ul>
<p><b>May</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, May 25th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 5/4</li> <li>• Pool heater on</li> </ul>	<p><b>November</b></p> <ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, Nov 30th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 11/2</li> <li>• Candidate notification to be sent out</li> <li>• Budget to be sent out by 11/30</li> </ul>

<i>June</i>	<i>December</i>
<ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, June 29th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 6/1</li> </ul>	<ul style="list-style-type: none"> <li>• Board Meeting: Last Tuesday, Dec 28th Executive Session @ 6PM General Session @ 7PM</li> <li>• Landscape Walk- Tues 12/7</li> <li>• Ballots to be sent out</li> <li>• FYE: 12/31</li> </ul>

## Laurelmont Community Association

100 Willowood, Aliso Viejo, CA 92656

Units: 197		Attached townhomes		BOARD MEMBERS			
<b>Incorporated:</b>	1985	<b>Dues:</b>	\$475	<b>President:</b>	Tom James	925-876-0099	tjames@tjames.net
<b>Tax ID:</b>	33-0101604			<b>Secretary:</b>	Desmond Kasavan	949-466-1914	desmond@dhhktrans.com
<b>Annual Meeting:</b>	January			<b>Treasurer:</b>	Jessica Sandacz		jesssandacz@gmail.com
<b>Board Meetings:</b>	Last Tuesday			<b>Vice Pres:</b>	Mark Walther		mark@robotmark.com
	Monthly			<b>Member at</b>			
<b>FYE:</b>	31-Dec			<b>large:</b>	Patrick Whitfield	714-501-7577	pawhky@yahoo.com
VENDOR CONTACTS							
<b>Landscaping:</b>	Harvest Landscape	3 Man crew		<b>Janitorial:</b>	Personal Touch Cleaning		
	8030 E Crystal Dr, Anaheim 92807	T,W,Th			3531 E. Miraloma Ave ste B, Anaheim 92806		
<b>Acct Manager:</b>	FERNANDO LOPEZ GUTIERREZ	4-5 wk rotation			949-727-4135		
	714-240-1412	Work Orders: <a href="mailto:admins@hlel.us">admins@hlel.us</a>					
	mel.martinez.hlei.us						
<b>Parking Enforcement:</b>	Patrolmasters	on safelist program		<b>Attorney:</b>	The Judge Law Firm		
	1651 E. 4th St Ste 150, Santa Ana, CA 92701			<b>(collections)</b>	18650 MacAruther Blvd ste 450, Irvine 92612		
	877-648-0602				949-833-8633		
<b>Tree Trimming:</b>	Great Scott Tree Trimming 3yr contract			<b>Attorney:</b>	David Cane & Harkins LLP		
	714-826-1750				714-573-8990		
	8031 Marine Way, Irvine CA 92618				<a href="mailto:dcane@linkline.com">dcane@linkline.com</a>		
	<a href="mailto:info@gstsinc.com">info@gstsinc.com</a>				17821 E. 17th St #140, Tustin CA 92780		
<b>Insurance:</b>	Kirk Miller Insurance Agency			<b>Lighting &amp; Electrical:</b>			
	10636 Scripps Summit Ct, Ste 110, San Diego						
	858-400-4504						
	exp. 3/31						
<b>Plumbing (Repipe):</b>	AMA Repipe			<b>Termites (treatment):</b>	Accurate Termite & Pest		
	866-262-1815				13865 Alton Pkwy ste 110, Irvine 92618		
	<a href="mailto:info@amarepiping.com">info@amarepiping.com</a>				310-837-6483		
	For supply line leaks- does not include valve to head						
<b>Plumbing:</b>				<b>Termites (Escrow):</b>	APM, or "anyone else", just not Accurate, they charge extra		
<b>Pest Control:</b>	Animal Pest Management			<b>Backflow Testing:</b>			3 Backflow Devices Inspection: Oct
	13655 Redwood Ct, Chino 91710						
	909-591-9551						
<b>Pool Cleaning:</b>	Aquarius Pool Service			<b>Fences &amp; Gates:</b>			
	PO BOX 3286, Newport Beach, CA 92659						
	949-548-4970						
	Lockbox code: 2876						
	Pool Lock code: 7713						
<b>Roofing:</b>	Superior Roofing			<b>Wood:</b>	Replacement Project: Justin Koch		
	800-761-6272				714-483-9335		
	2913 Saturn St Suite C, Brea CA 92376				<a href="mailto:justin@rossmgmt.com">justin@rossmgmt.com</a>		
					17671 Irvine Blvd #201, Tustin CA 92780		
UTILITIES							
<b>Water:</b>	Moulton Niguel Water District			<b>Electricity:</b>	SDG&E		
	26161 Gordon Rd, Laguna Hills, CA 92653				800-611-7343		
	949-425-3581						
<b>Gas:</b>	So Cal Gas			<b>Internet:</b>			
<b>Trash:</b>	CR&R	Pick Up: Thurs			Lomas Briosa is nieghboring community		
	31641 Ortega Highway				Manager: Debbie Lobichusky		
	877-728-0446				<a href="mailto:debbie@acellpm.com">debbie@acellpm.com</a> 949-581-9785		

**Budget Summary Report**  
**Laurelmont Community Association**  
**Dept: 424 - Laurelmont Community Assoc.**  
**2021 Approved Budget**

	<b>2021 Budget</b>
<b>Assessment Income</b>	
4000 - Residential Assessments	1,134,365.40
<b>Total Assessment Income</b>	<b>1,134,365.40</b>
<b>User Fee Income</b>	
4225 - Key Fees	0.00
<b>Total User Fee Income</b>	<b>0.00</b>
<b>Collections Income</b>	
4700 - Collection Processing Fees	0.00
4710 - Late Fees & Interest	0.00
<b>Total Collections Income</b>	<b>0.00</b>
<b>Other Income</b>	
4810 - Compliance Fines	0.00
<b>Total Other Income</b>	<b>0.00</b>
<b>Investment Income</b>	
4910 - Interest Earned - Reserve Accounts	0.00
<b>Total Investment Income</b>	<b>0.00</b>
<b>Total Laurelmont Community Assoc. Income</b>	<b>1,134,365.40</b>
<b>Administrative</b>	
5010 - Bad Debt	2,800.00
5060 - Interest Incurred - Repipe Project	50,000.00
5105 - Reserve Studies	1,275.00
5195 - Other Administrative Services	5,000.00
<b>Total Administrative</b>	<b>59,075.00</b>
<b>Communications</b>	
5210 - Printing & Copying	10,000.00
5215 - Postage	300.00
<b>Total Communications</b>	<b>10,300.00</b>
<b>Insurance</b>	
5400 - Insurance Premiums	47,775.00
5425 - Earthquake Insurance Premiums	14,700.00
<b>Total Insurance</b>	<b>62,475.00</b>
<b>Utilities</b>	
6000 - Electric Service	18,000.00
6005 - Gas Service	6,500.00
6025 - Water Service	37,183.00
<b>Total Utilities</b>	<b>61,683.00</b>
<b>Landscaping</b>	
6100 - Grounds & Landscaping - Contract	149,644.80
6110 - Landscape Repair & Maintenance	5,000.00
6160 - Tree Maintenance	16,965.00
6199 - Landscape Other	5,379.35
6200 - Irrigation Repair & Maintenance	5,000.00
6310 - Backflow Device Inspection	500.00
<b>Total Landscaping</b>	<b>182,489.15</b>

**Budget Summary Report**  
**Laurelmont Community Association**  
**Dept: 424 - Laurelmont Community Assoc.**  
**2021 Approved Budget**

	<b>2021 Budget</b>
<b>Property Protection</b>	
6440 - Property Protection	8,616.48
<b>Total Property Protection</b>	<b>8,616.48</b>
<b>Operations</b>	
6300 - Permits & Licenses	600.00
<b>Total Operations</b>	<b>600.00</b>
<b>Contracted Services</b>	
6430 - Janitorial Services	5,360.00
6434 - Pest Control	10,680.00
6438 - Pool Management	6,900.00
6495 - Street Sweeping Services	0.00
<b>Total Contracted Services</b>	<b>22,940.00</b>
<b>Repair &amp; Maintenance</b>	
6515 - Building Repair & Maintenance	10,000.00
6530 - Common Areas - Repipe project	100,099.85
6545 - Electrical Supplies/Repair & Maintenance	2,822.00
6595 - Gate & Monument Repair & Maintenance	5,500.00
6600 - General Repair & Maintenance	15,000.00
6635 - Janitorial Supplies & Maintenance	1,500.00
6695 - Plumbing Supplies/Repair & Maintenance	20,276.92
6700 - Pool Supplies/Repair & Maintenance	6,500.00
6702 - Pool Chemicals	1,000.00
6725 - Roof Repair & Maintenance	33,048.00
6795 - Other Supplies/Repair & Maintenance	10,000.00
<b>Total Repair &amp; Maintenance</b>	<b>205,746.77</b>
<b>Professional Services</b>	
7000 - Audit & Tax Services	1,200.00
7030 - Legal Services - General Counsel	6,000.00
7040 - Management Fees	33,240.00
7095 - Other Professional Services	0.00
<b>Total Professional Services</b>	<b>40,440.00</b>
<b>Reserves</b>	
9105 - Reserve Contribution Expense	480,000.00
<b>Total Reserves</b>	<b>480,000.00</b>
<b>Total Laurelmont Community Assoc. Expense</b>	<b>1,134,365.40</b>
<b>Total Laurelmont Community Assoc. Net Income / (Loss)</b>	<b>(0.00)</b>

