

Laurelmont

Community Association



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

Tuesday, April 27, 2021

**Meeting Held Via Teleconference
Packet 1**

**Executive Session
6:00 p.m.**

**Regular Session
7:00 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
EXECUTIVE SESSION AGENDA
(BOARD MEMBERS ONLY)
April 27, 2021

| | |
|---|---------------|
| CALL TO ORDER | 6:00pm |
| I. DOCUMENTS | |
| A. Membership Opt-Out Form | pg.3 |
| B. 51 Primrose Site Inspection | pg.4-5 |
| C. Code of Conduct Revisions | pg.6-12 |
| II. 3RD PARTY CONTRACTS | pg.13-26 |
| III. WOOD TRIM REPLACEMENT PROJECT | pg.27-31 |
| A. Meeting with Justin Koch & Sherwin Williams - 6:30pm | |
| IV. HOMEOWNER NON-COMPLIANCE | pg.32-36 |
| V. DELINQUENCY REPORT | pg.37-38 |
| VI. PRIOR MANAGEMENT COMPANY'S ACTION LIST | pg.39-54 |
| ADJOURN | 7:00pm |

LAURELMONT COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
REGULAR SESSION AGENDA
April 27, 2021

| | |
|--|---------------|
| CALL TO ORDER | 7:00pm |
| I. WELCOME | |
| II. HOMEOWNER FORUM | |
| III. CONSENT CALENDAR | pg.55 |
| A. Approval of the 3-30-21 Regular Session Minutes | pg.56-60 |
| B. Approval of the 3-30-21 Executive Session Minutes | pg.61-63 |
| C. Approval of the 2-4-21 Annual Meeting Minutes | pg.64-65 |
| D. Acceptance of the March 2021 Financials | pg.66-102 |
| a. Repipe Loan Payoff | Discussion |

See Board Packet Part 2 to continue.

LAURELMONT COMMUNITY ASSOCIATION

MEMBERSHIP OPT-OUT FORM

Effective January 1, 2020, a membership list, as defined by California Civil Code 5200(a)(9), will include a Member’s name, property address, mailing address (if different from the property address), and email address.

As a member of Laurelmont Community Association, you have the right to request that Laurelmont Community Association withhold your personal information from the Laurelmont Community Association membership list. In order for Laurelmont Community Association to keep your private information from being included as part of Laurelmont Community Association membership list, you must complete this form and return it to Management, so it is received by Laurelmont Community Association on or before May 31, 2021.

Each owner on the deed to your residence located within Laurelmont Community Association who wishes to opt-out must complete and return this form. Verbal authorizations are not an acceptable form of notification. Otherwise, only those that opt-out will have their private information kept out of the membership list. Please be advised that your opt-out will remain in effect until you provide written notification to Laurelmont Community Association changing your decision.

MEMBER’S DESIGNATION REGARDING MEMBERSHIP LIST

_____ I/we, as the record owner(s) of the residence located within Laurelmont Community Association, **DO** opt-out of the sharing of my/our name, property address, mailing address and email address as part of Laurelmont Community Association membership list. I/we prefer to be contacted via the alternative process described in Corporations Code Section 8330(c). This opt-out shall remain in effect until changed by me/us via written notification to Laurelmont Community Association.

_____ I/we, as the record owner(s) of the residence located within Laurelmont Community Association **DO NOT** opt-out of the sharing of my/our name, property address and email address as part of Laurelmont Community Association membership list.

Owner #1 Name: _____

Owner #2 Name: _____

Property Address (not mailing address): _____

Owner #1 Signature: _____ Date: _____

Owner #2 Signature: _____ Date: _____

When completed, please return this form to Laurelmont Community Association, c/o Otis HOA Management 23210 Alicia Pkwy, Suite 215, Mission Viejo, CA 92692, via fax at 888-516-6532, or via email at info@otishoa.com

Cane & Harkins LLP

David E. Cane
James C. Harkins, IV

17821 East Seventeenth Street
Suite 140
Tustin, CA 92780
Telephone (714) 573-8990
Facsimile (714) 573-8999

dcane@linkline.com
jharkins@linkline.com

April 13, 2021

File 30093-001

Via Certified Mail, Return Receipt Requested

Scott and Eva Plosker
51 Primrose
Aliso Viejo, CA 92656

Re: *Laurelmont Community Association*
Subject: *Scheduling Site Inspection of Patio*

Dear Mr. and Mrs. Plosker :

My office is legal counsel for Laurelmont.

I am writing at the request of the Association's Board.

It was reported to the Association that patio repairs/replacements were made at your unit within the past several months, and that the work has allegedly caused cracking in your neighbor's drywall. The Association has a responsibility to make a reasonable investigation.

Your patio is a component of the Common Area. Accordingly, pursuant to Section 6.02 of the Association's CC&Rs (copy enclosed), the Association is exercising its right of entry into your patio area so that the Association may observe what changes, if any, were made in the patio area.

Within five (5) days of your receipt of this letter, please contact Rayna Shonwit at Otis HOA Management to schedule a date and time for access. Her email address is rayna@otishoa.com, and the telephone number is 888.516.6532. We would like to have the inspection completed within ten (10) days following your receipt of this letter, so please do contact Ms. Shonwit as soon as possible, but in any event within the next five (5) days.

Very truly yours,

CANE & HARKINS LLP

David E. Cane

DEC:tg
Enc.. Section 6.02
cc: Board of Directors

86-052926

Section 6.02. Rights of Entry. The Board of Directors shall have a limited right of entry in and upon the Common Areas and the interior of all Units for the purpose of inspecting the Project, and taking whatever corrective action may be deemed necessary or proper by the Board of Directors, consistent with the provisions of this Declaration. However, such entry upon the interior of a Unit shall be made, except to effect emergency repairs or other emergency measures, only after three (3) days prior written notice to the Owner of such Unit and after authorization of two-thirds (2/3rds) of the Board of Directors. Nothing herein shall be construed to impose any obligation upon the Association to maintain or repair any property or improvements required to be maintained or repaired by the Owners. Nothing in this Article VI shall in any manner limit the right of the Owner to exclusive occupancy and control over the interior of his Unit. However, an Owner shall permit a right of entry to the Board of Directors or any other person authorized by the Board of Directors, as reasonably necessary, such as in case of any emergency originating in or threatening his Unit, whether the Owner is present or not. Any damage caused to a Unit by such entry by the Board of Directors or by any person authorized by the Board of Directors shall be repaired by the Board as a Common Expense of the Association. Furthermore, an Owner shall permit other Owners, or their representatives, to enter his Residence for the purpose of performing required installations, alterations or repairs to the mechanical or electrical services to a Residence, provided that such requests for entry are made in advance and entry is made at a time reasonably convenient to the Owner whose Unit is to be entered; and provided further, that the entered Unit is left in substantially the same condition as existed immediately preceding such entry. In case of an emergency, such right of entry shall be immediate. Any damage caused to a Unit by such entry by an Owner or its representative shall be repaired by such Owner. Upon receipt of reasonable notice from the Association (which shall in no event be less than seven (7) days) each Owner shall vacate his Unit in order to accommodate efforts by the Association to eradicate the infestation of wood destroying or other pests and organisms from the Common Property or to perform any other maintenance or repairs pursuant to the Declaration. The Board shall have the right of entry to the Units and the right to remove Owners from their Units, as necessary, to accomplish its duties as provided herein. The cost of eradicating any such infestation or of performing any such maintenance or repairs shall be a Common Expense of the Association; however, each Owner shall bear his own costs of temporary relocation.

LAURELMONT COMMUNITY ASSOCIATION
BOARD OF DIRECTORS CODE OF CONDUCT
AND
CONFLICT OF INTEREST POLICY

Adopted March 30, 2021

The Board of Directors has adopted the following Policy for its board members. This Policy is intended to provide guidance with ethical, proper decorum, and conflict of interest issues and a mechanism for addressing conduct in violation of the Policy.

A. BOARD RESPONSIBILITIES.

Directors' duties generally include enforcing the association's governing documents, collecting and preserve the association's financial resources, insuring the association's assets against loss, and keeping the common areas in a state of good repair. To fulfill that responsibility, directors must:

- Regularly attend board meetings,
- Review material provided in preparation for board meetings,
- Review the association's financial reports,
- Make reasonable inquiry before making decisions;
- Make decisions that the director believes, in good faith, are in the best interest of the community as a whole; and
- Comply with a duly approved action of the Board, including, without limitation, complying with this Board of Directors Code of Conduct and Conflict of Interest Policy following its adoption by the Board.

B. PROFESSIONAL CONDUCT.

In general, directors must conduct all dealings between fellow directors, committee members, vendors, employees, and managing agents with honesty and fairness, and safeguard the association's corporate information. Board members shall not act contrary to an approved board action, unless authorized by the board. Each director shall act in good faith, in a manner the director believes to be in the best interests of the association and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

1. Director Conduct

Directors are obligated to act with proper decorum. Although they may disagree with the opinions of others on the board or committee, they must act with civility, courtesy, respect, and dignity and not make personal attacks on others. Accordingly, directors must focus on issues, not personalities, and conduct themselves with courtesy and respect toward each other and toward managing agents, vendors, members of the association, and residents. Directors shall act in accordance with board decisions and shall not act unilaterally or contrary to the board's decisions. The following are examples of impermissible abusive conduct:

- Disruption of, or threatening to disrupt, Association business operations, meetings, events, gatherings, or other business affairs.
- Threatening the health or safety of another resident, a Board member, or committee member, third-party contractors and sub-contractors, management or staff member.
- Intentionally causing damage to any real or personal property owned or maintained by the Association or any other resident.

- Engaging in loud, offensive, profane, vulgar, insulting, demeaning, abusive, or threatening language or manner.

Once a majority of the Board members have made a lawful decision, it is a Board member's responsibility to abide by that decision, without additional or continuing criticism and argument even if the Director might not personally agree with it. An important part of serving on a Board of Directors is the understanding that a lawful decision requires the approval of a majority of the Directors present at a meeting, provided a quorum is established, not unanimous approval, and that once discussion on a motion is closed and the question is called and a decision made by a majority of the Directors, the matter is not subject to further discussion and debate.

As a means of preventing irreparable harm to the Association, no Director shall disclose or publish to any homeowner or other person(s) any written statement or opinion concerning Association matters without first submitting the material to the Board of Directors for review and comment. The members of the Board of Directors must be given at least seventy-two (72) hours to review and provide any comments they may have concerning the proposed written statement or opinion. If, after the Board members have provided their comments, a Director wishes to comment on an Association matter that is not privileged or confidential (as discussed in Paragraph No. 3 below, privileged or confidential matters may never be disclosed without Board approval), a Director who publishes written comments or statements to a member or group of members must clearly state that the Director's comments or statements are not made on behalf of the Association and are not made as a formal Association opinion, unless the Board of Directors specifically authorizes the Director to make a statement on behalf of the Association.

At Board meetings, a Director shall not express his or her opinion regarding Association matters to a homeowner until the Board of Directors has discussed the matter and made a decision. If, after the Board has made a decision, a Director wishes to comment verbally on an Association matter that is not privileged or confidential, a Director who makes a comment to a member or group of members must clearly state that the Director's statements are not made on behalf of the Association and are not made as a formal Association opinion, unless the Board of Directors specifically authorizes the Director to make a statement on behalf of the Association.

2. Prohibition Against Engaging in Harassment or Retaliatory Conduct in Violation of the California Fair Employment and Housing Act.

a. Prohibition Against Engaging in Harassment.

(a) General. The California Fair Employment and Housing Act (the "Act") prohibits harassment of a person in a protected class as a discriminatory housing practice. Harassment can take two forms: quid pro quo harassment, and hostile environment harassment. It is possible for the same conduct to be both quid pro quo harassment and hostile environment harassment.

(1) Quid pro quo harassment. Quid pro quo harassment refers to an unwelcome request or demand to engage in conduct where submission to the request or demand, either explicitly or implicitly, is made a condition related to any of the following in the context of a homeowners association: the provision of services or facilities in connection with housing; or the availability, terms, conditions, or privileges of a housing opportunity. An unwelcome request or demand may constitute quid pro quo harassment even if an individual acquiesces in the unwelcome request or demand.

(2) Hostile environment harassment. Hostile environment harassment refers to unwelcome conduct that is sufficiently severe or pervasive as to interfere with any of the following, in the context of a homeowners association: the use or enjoyment of a dwelling; the terms, conditions, or privileges of the enjoyment of services

or facilities in connection therewith; or the availability, terms, conditions, or privileges of a housing opportunity; or constitute any kind of adverse action.

The prohibition on harassment extends to conduct that is based on an individual's membership in a protected class, being perceived as a member of a protected class, or on account of having aided or encouraged any person in the exercise of the rights protected by the Act. "Protected classes" include race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, familial status, source of income, disability, age, medical condition, genetic information, citizenship, primary language, immigration status, arbitrary characteristics as protected by the Unruh Civil Rights Act, and all other classes of individuals protected from discrimination under federal or state fair housing laws, individuals perceived to be a member of any of the preceding classes, or any individual or person associated with any of the preceding classes.

Quid pro quo and hostile environment harassment in housing can be written, verbal, or other conduct and do not require physical contact. Quid pro quo and hostile environment harassment in housing include:

(1) Verbal harassment, including epithets, derogatory comments, or slurs;

(2) Physical harassment directed at an individual, including leering; winking; looking a person up and down, throwing kisses; sexual gestures; deliberate touching; pinching; patting; leaning over; intentional rubbing or brushing against another individual's body; grabbing; fondling; kissing; following a person, cornering a person, blocking a person's way, or otherwise deliberately interfering with or impeding a person's movements; attempted or actual rape or sexual assault; or sexual intercourse.

(3) Visual forms of harassment, including derogatory posters, cartoons, drawings, writings, or other documents.

(4) Unwelcome sexual conduct, or other unwelcome conduct, linked to an individual's sex, gender, gender identity, gender expression, or sexual orientation;

(5) Any coercion, intimidation, threats, or interference with a person's exercise or enjoyment of a housing opportunity;

(6) Taking any adverse action against a person in a manner that constitutes quid pro quo or hostile environment harassment, such as representing to an applicant that a dwelling or housing opportunity is unavailable because of the applicant's response to a request for a sexual favor or other harassment;

(7) Revealing private information to a third party about a person, without their consent, in a manner that constitutes quid pro quo or hostile environment harassment, unless such disclosure is required by federal or state law or permitted by an exception set forth in section 12176(b) of the Acts' regulations;

(8) Conduct that is a discriminatory housing practice may also be quid pro quo or hostile environment harassment. For instance, an association repeatedly failing to make repairs to common area around homes of non-English speakers while making repairs to the homes of all other individuals could be found liable for both discrimination on the basis of primary language and hostile environment harassment.

A Director can be directly liable for the Director's own conduct that results in a discriminatory housing practice.

The Association can be liable for failing to take prompt action as determined on a case-by-case basis to correct and end a discriminatory housing practice by a Director, where the Association knew or should have known of the discriminatory conduct, including because managers, or other Directors had or should have had such knowledge.

The Association and/or a Director can be liable for failing to take prompt action as determined on a case-by-case basis to correct and end a discriminatory housing practice by a third-party, where the person knew or should have known of the discriminatory conduct and had the power to correct it. The power to take prompt action to correct and end a discriminatory housing practice by a third-party depends upon the extent of any legal responsibility or authority the person may have with respect to the conduct of such third party. The power, responsibility, or authority can be derived from sources including contracts, leases, common interest development governing documents, or by federal, California, or local laws, regulations, or practices.

b. Prohibition Against Engaging in Retaliation.

(a) The Act prohibits retaliation against individuals who exercise their rights to be free from discriminatory or harassing housing practices. It is unlawful for any person to take adverse action against an aggrieved person when a purpose for the adverse action is retaliation for engaging in protected activity.

(b) Persons Protected. For purposes of a retaliation claim, an aggrieved person includes any person who has alleged that they have been subject to adverse action due to engagement in a protected activity. For purposes of a retaliation claim, the person does not need to have a claim under any other provision of the Act.

(c) "Protected activity" includes making a complaint, testifying, assisting or participating in any manner in a proceeding under the Fair Housing Act, Fair Employment and Housing Act, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, the Unruh Act, or any other federal, state or local law protecting fair housing rights or prohibiting discrimination in housing; opposition to housing practices believed to be discriminatory or made unlawful by a fair housing law; informing law enforcement or other government agencies of practices believed to be discriminatory or made unlawful by a fair housing law; assertion of rights protected by fair housing laws (including in response to perceived harassment); aiding or encouraging a person to exercise their fair housing rights; meeting or assembling with other persons in order to address potential or actual violations of fair housing rights (including, for example, by joining, supporting, or organizing an organization that advances or protects fair housing rights); making a request for a reasonable accommodation or reasonable modification for an individual with a disability even if the request is not granted; or any other action related to access to statutory or constitutional remedial processes or remedies for violations of fair housing laws or laws prohibiting discrimination in housing.

3. Avoiding Conflicts of Interest/ Self-Dealing.

A "Conflict of Interest" relates to any situation where a director's personal interests may be incompatible or conflict with his or her responsibilities to the association. Similarly, self-dealing occurs when directors make decisions that materially benefit themselves or their relatives or friends at the expense of the association's interests. "Relatives" include a person's spouse, parents, siblings, children, mothers and fathers-in-law, sons and daughters-in-law, brothers and sisters-in-law and anyone who shares the person's residence. Benefits include money, privileges, special benefits, gifts, or other item of value. Accordingly, no director may:

- Solicit or receive any compensation from the association for serving on the board or any committee,
- Make promises to vendors unless with prior approval from the board,
- Solicit or receive any gift, gratuity, favor, entertainment, loan, or any other thing of value for themselves or their Relatives from a person or company who is seeking a business or financial relationship with the association,
- Seek preferential treatment for themselves or their Relatives,
- Use association property, services, equipment or business for the gain or benefit of themselves or their Relatives, except as is provided for all members of the association,
- Use special knowledge gained from being on the board to the director's personal or financial advantage;

Directors are further subject to the provisions of California Corporations Code Section 7233 and California Civil Code Section 5350 regarding conflicts of interest and must comply with all requirements, restrictions and processes set forth in those Sections. Civil Code section 5350 provides that a Director shall not vote on any of the following matters:

- Discipline of the Director;
- An assessment against the Director for damage to the common area or facilities;
- A request by the Director for a payment plan for overdue assessments;
- A decision whether to foreclose on a lien on the separate interest of the Director;
- Review of a proposed physical change to the Director's separate interest; and
- A grant of exclusive use common area to the Director.

Additionally, situations may arise that are not expressly covered by the foregoing statutes or this Policy or where the proper course of action is unclear. A director should immediately raise such questions with the board. If needed, the board will seek guidance from the association's legal counsel.

4. Confidential Information.

The following description of Executive Session Information, Attorney-Client Privileged Communications, and Other Information, as defined below (collectively, the "Confidential Information"), is a non-exhaustive list of information each director has a duty to keep confidential, unless otherwise authorized by consent of the board.

a. Executive Session Confidentiality Under Civil Code.

Civil Code section 4935 provides that the Board may meet in executive session to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Section 5665:

Civil Code section 4935 further provides that the Board shall meet in executive session to discuss member discipline if requested by the member who is the subject of the discussion, to discuss a payment plan pursuant to Section 5665, and to decide whether to foreclose on an assessment lien.

Any or all of the foregoing matters are collectively referred to herein as "Executive Session Information."

b. Attorney-Client Privileged Communications.

In general, any communications given to or received from the Association's legal counsel at any time, whether in written, verbal, electronic, or other form, should be considered and treated as an attorney-client privileged communication, unless otherwise directed (collectively, "Attorney-Client Privileged Communications").

c. Other Information Intended to Be Confidential.

Private personal information of fellow directors and committee members should not be disclosed. If there is a question of whether particular information should be treated as confidential information, it should be brought to the attention of the board for further consideration by the board and/or the association's legal counsel before disclosure of such information.

d. Prohibited Disclosure of Confidential Information.

Directors are responsible for protecting the association's Confidential Information, including Confidential Information obtained before the director's term of office. As such they may not use Confidential Information for the benefit of themselves or their relatives. Without the consent of the board, no director shall discuss with, or otherwise disclose or publish, in any form, any Confidential Information to any person who is not a director or authorized agent of the association (e.g., managing agent or legal counsel). Failure to protect the Confidential Information of the association constitutes a breach of fiduciary duty.

5. Misrepresentation.

Directors may not knowingly misrepresent facts. All association data, records and reports must be accurate and truthful and prepared in a proper manner.

6. Interaction with Vendors.

The activities and affairs of the Association are governed under the power of the Board of Directors, as determined by the majority vote of the Directors. The Board generally shall communicate with members and vendors through the Association's managing agent, unless the Board designates a Director or Committee Member for this purpose. Individual Directors shall not instruct or direct vendors, including the management company, concerning repair, maintenance, or replacement services or other Association business, except as authorized by the consent of the Board.

To ensure efficient management operations, avoid conflicting instructions from the board to management or vendors, and avoid potential liability, directors shall observe the following guidelines:

- The president of the board shall serve as liaison between the board and management and provide direction on day to day matters.
- Except for the president or other director the board designates, directors may not give direction to management or vendors or otherwise interfere with management or other vendors performing their services.
- Individual directors may not interview or solicit bids from other vendors for the association, including management unless expressly authorized by the board.
- No director may threaten or retaliate against management or a vendor who brings information to the board regarding improper actions of a director.
- Directors are prohibited from harassing or threatening other directors, vendors, management, committee members, and residents, whether verbally, physically, or otherwise.

C. WHEN CONFLICTS OF INTEREST ARISE.

Situations may arise that are not expressly covered by this policy or where the proper course of action is unclear. Directors should immediately raise such situations with the board. If needed, the board will seek guidance from the association's legal counsel.

Disclosure & Recusal. Directors must immediately disclose the existence of any known conflict of interest, whether their own or others. Directors must withdraw from participation in decisions in which they have a material interest.

D. OBLIGATIONS AFTER DISCONTINUATION OF SERVICE AS A DIRECTOR.

1. After a director discontinues his/her service as a director, the director has a continuing obligation not to disclose any Confidential Information learned during service in accordance with the requirements of this Policy and California law.

2. Upon discontinuation of service as a director, the director shall promptly do the following:
 - a. Return to the Association's managing agent all Writings (as defined below) the director prepared or received in his/her capacity as a director;
 - b. Permanently delete any copies or electronically or magnetically stored duplicates of such Writings in the director's possession; and
 - c. Permanently delete any other form of duplicates of such Writings.

As used herein, the term "Writings" means any handwriting, typewriting, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing, any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored.

E. ENFORCEMENT.

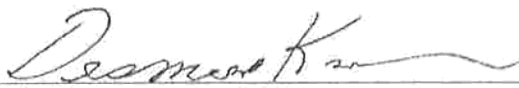
A director who violates this Policy is deemed to be acting outside the course and scope of their authority. Anyone in violation of this Policy may be subject to disciplinary action, including, but not limited to, the following:

- Request to leave a meeting;
- Censure;
- Removal as an officer and/or as a committee member;
- Establishing an executive committee comprised of at least two of the other directors to handle business as may be necessary, and to the extent authorized by the Board in accordance with Corporations Code Section 7212;
- Request for resignation from the board;
- Removal by membership vote;
- Legal proceedings; and
- Any other available remedy.

Unless the board determines immediate legal action is needed, prior to taking any of the actions described above, the board shall appoint an executive committee of directors to investigate the violation. The committee shall review the evidence of the violation, endeavor to meet with the director believed to be in violation to discuss the matter, confer with the association's legal counsel, and present the committee's findings and recommendations to the board for action. The board shall seek to meet with the director in executive session prior to imposing any disciplinary action.

CERTIFICATE OF SECRETARY

I am the Secretary of Laurelmont Community Association and I certify that this Board Code of Conduct and Conflict of Interest Policy was duly adopted by a majority of the Board of Directors present at the Board meeting held on March 30, 2021, at which a quorum was established.


Secretary

Laurelmont Community Association

Board of Directors Meeting

Thursday, December 17, 2020 | Zoom

Executive Session Minutes

1. Call to Order

The Special Executive Session meeting of the Laurelmont Community Association Board of Directors was called to order at 6:06 PM 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
Jessica Sandacz, Treasurer
Desmond Kasavan, Director at Large

Directors Absent

None

2. Vendor Selection

Motion: James
Second: Kasavan

Resolution: Remove Associa PCM as Managing Agent and hire Otis and Associates.

Ayes: James, Kasavan, Sandacz
Nays: None

3. 3rd Party Contract Adjustment

Motion: Kasavan
Second: James

Resolution: Request Laurelmont Community Association Legal Counsel write the termination letter to Associa PCM with the effective date of March 1, 2021

Ayes: James, Kasavan, Sandacz
Nays: None

4. Adjournment

There being no further business to come before the board in Executive Session, the meeting was adjourned at 6:28 PM by Tom James.

Laurelmont Community Association
Board of Directors Meeting
Thursday, December 17, 2020

1. Call to order - Executive Session - 6 p.m.
2. Vendor Selection
3. 3rd-Party Contract Adjustment
4. Adjournment

RES
GUESTS

UN - T
FRI -

AQUARIUS POOL SERVICE

PROPOSAL AND CONTRACT

May 20, 2020

To: Jessica

Fr: Scott

Re: Pool Service proposal for Laurelmont Community Association

AQUARIUS POOL SERVICE will furnish all materials and perform all labor to complete the following:

1. The pool and spa will be serviced in winter..(2) days weekly (Nov 1 to April 30) and (3) days weekly in summer...(May 1 to October 31)year-round.
2. Net leaves and debris.
3. Vacuum and brush silt and dirt.
4. Check water balances and add necessary chemicals.
5. Remove dirt and debris from tile.
6. Pump and skimmer baskets will be emptied.
7. Filters will be backwashed as needed.
8. Equipment areas will be maintained in a neat and orderly fashion.
9. Basic chemicals that are routinely used in swimming pool maintenance will be provided at no charge. These chemicals include liquid chlorine, chlorine tablets, and diatomaceous earth
10. We will bill extra chemicals/parts three (3) times yearly. The chemicals are administered as needed to maintain a clean and healthy pool. These chemicals include clarifiers, oxidizers, conditioner, shock, phosphate treatments and algaecides, cyanuric acid as well as others. We will bill for small parts used during our service days within this billing such as pump baskets, skimmer baskets, chlorinator tubes and others.
11. We will disassemble and clean the filters three (3) to four (4) times yearly to remove dirt and debris from the filter to allow for the proper filtration and circulation of the pool and spa. Labor for the filter teardowns will be \$90.00 per filter (2)....

The cost of monthly service will be \$450.00 winter and \$575 (summer)

Either party may terminate the contract with a thirty days notice.

Respectfully Submitted,

Accepted:

Scott Broussard (Owner)
AQUARIUS POOL SERVICE
Cell Phone (949) 678-5484 (Anytime)
Fax (949) 489-3997
scottbroussard1@gmail.com



TREE SERVICE PROPOSAL

01/20/2020

Proposal #: 220202

Laurelmont Community Association - (3 Year Plan)

CUSTOMER
 BONDED & INSURED FOR \$5,000,000 LIABILITY
 STATE CONTRACTORS LICENSE #556832 MT
 ISA CERTIFIED ARBORIST #WC-0901

Page 6 of 6

| MAILING ADDRESS | JOB SITE ADDRESS | NOTES |
|---|---|--|
| LAURELMONT COMMUNITY ASSOCIATION C/O C/O LAURELMONT COMMUNITY ASSOCIATION ATTN: JESSICA LEE 27051 TOWNE CENTRE DRIVE FOOTHILL RANCH, CA 92610 | LAURELMONT COMMUNITY ASSOCIATION 2 WILLOW ALISO VIEJO, CA 92658 (714) 643-2793 | PRICING IS VALID FOR THE FIRST YEAR ONLY ALL SUBSEQUENT YEARS ARE BUDGET ESTIMATES AND ARE SUBJECT TO A 5% INCREASE PER YEAR, COMPOUNDED. |

PHONE: 800-369-7260
 JESSICA.LEE@ASSOCIA.US

R - Recommended A - Approved
 C - Complete * - Other Company

Backslope

| ID | Type of Work | Size | Tree Type | Month | Qty | Unit | Price | Total Price |
|----|----------------------|------|--|---------|-----|------|--------|-------------|
| 1 | Crown Thin | MED | Eucalyptus - Red Gum | JAN/MAR | 1 | EA | 112.50 | 112.50 |
| 1 | Remove and Flush Cut | MED | Eucalyptus - Red Gum (Behind 39 Pepperwood/Poor Structure) | REMOVE | 1 | EA | 180.00 | 180.00 |

| 2020 | 2021 | 2022 |
|------|------|------|
| R | | |

555 Trees maintained by Great Scott
 90 Trees maintained by Landscaper
 645

| Totals | C - Complete | | R - Recommended | | Fiscal Year: January - December | |
|--------------|--------------|------|--------------------|----------------------|---------------------------------|--|
| | 2020 | 2021 | 2020 | 2021 | 2022 | |
| JAN/MAR | | | 4,955.00 R | | 5,225.00 R | |
| APR/JUN | | | 9,560.00 R | 16,965.00 R | 9,630.00 R | |
| REMOVE | | | 375.00 R | | | |
| TOTAL | | | 14,890.00 X | 16,965.00 R X | 14,855.00 R X | |

PLEASE INITIAL APPROVED WORK (EACH SECTION APPROVED) IN THE ABOVE TOTALS BOX
 A SIGNATURE BELOW IN THE "CONTRACT APPROVAL" AREA IS REQUIRED FOR ALL FULL YEAR CONTRACTS, IN ADDITION TO INITIALING APPROVED WORK IN TOTALS BOX

****UPON ACCEPTANCE OF THIS PROPOSAL, PLEASE SIGN AND RETURN TO US**

[Signature]
 CUSTOMER SIGNATURE

2-24-20
 DATE

A SERVICE FEE OF 1 1/2 PERCENT PER MONTH SHALL BE CHARGED ON ALL ACCOUNTS 30 DAYS PAST DUE. IN THE EVENT THIS ACCOUNT BECOMES DELINQUENT AND IT IS NECESSARY TO INSTITUTE LEGAL PROCEEDINGS, PURCHASER AGREES TO PAY REASONABLE ATTORNEY'S FEES AND COURT COSTS, UNLESS OTHERWISE INDICATED ABOVE. ALL PERMIT FEES AND/OR ANY FEES INCURRED BY MUNICIPALITIES ARE NOT INCLUDED IN THIS PROPOSAL, AND AS SUCH ARE THE SOLE RESPONSIBILITY OF THE CUSTOMER.

WE CANNOT BE HELD LIABLE FOR SUBTERRANEAN PIPES AND LINES ON STUMP REMOVAL JOBS, UNLESS PREARRANGED IN WRITING. STUMP REMOVAL AND ROOT PRUNING DOES NOT INCLUDE RESEEDING OR SOD REPLACEMENT.

Garrett Domish
 GREAT SCOTT TREE SERVICE, INC.

Form No. 15

TERMS: DUE UPON RECEIPT OF INVOICE

This proposal and the pricing estimated herein are valid for acceptance within sixty days and, thereafter, are subject to equipment and resource availability. Great Scott reserves the right to negotiate an equitable adjustment beyond sixty days.

PLEASE NOTE:

IF THE SCOPE OF WORK THAT IS PROPOSED IS CHANGED, THE PRICES ARE SUBJECT TO CHANGES AS WELL. A NEW ESTIMATE WILL BE SENT TO YOU.

TC

PRICING IS VALID FOR THE FIRST YEAR ONLY. ALL SUBSEQUENT YEARS ARE BUDGET ESTIMATES AND ARE SUBJECT TO A 5% INCREASE PER YEAR, COMPOUNDED.

This Document contains PROPRIETARY and CONFIDENTIAL information of Great Scott Tree Service, Inc. and shall not be used, disclosed or reproduced, in whole or part, for any purpose other than to evaluate this proposal, without the prior written consent of Great Scott Tree Service, Inc.



PROPOSAL

Laurelmont Community Association
4 Willowood
Aliso Viejo, CA 92656

Prepared For:
PROFESSIONAL COMMUNITY MANAGEMENT

Date: 11/17/2020



Superior Roofing Co
2913 Saturn St
Suite C
Brea, CA 92821
Rep: Joe Barber
Rep Phone: (800) 761-6272
Project #: 13083

PROFESSIONAL COMMUNITY MANAGEMENT
11860 PIERCE ST, SUITE #100

RIVERSIDE, CA
Attn:
Customer Ref #:
Project Address: Laurelmont Community Association,
4 Willowood, Aliso Viejo, CA 92656

Date Prepared: 11/20/2020

PROPOSAL

Laurelmont Community Association - Preventative Roof Maintenance

Superior Roofing proposes to provide the following scope of work:

Shingle Roof Maintenance:

Damaged or Missing Shingles:

To be completed to all visibly compromised or missing roof shingles:

- Visibly compromised roof shingles will be removed and disposed of responsibly.
- Underlayment to be inspected for waterproofing viability and corrected on site using new organic underlayment that will be adhered using SBS rubber infused modified roofing cement.
- New dimensional shingles will be installed per manufactures specifications. NOTE: New shingles may not match due to age and weathering of the existing shingles.

Failing/Exposed Fasteners:

To be completed to all visibly exposed fasteners:

- Visibly exposed fasteners will be removed and disposed of responsibly.
- Fastener hole will be cleaned of contaminants to except new sealant.
- Apply high grade polyurethane roof caulking and install new fasteners per manufactures specifications.

Compromised Pipe Flashing Transitions:

To be completed to all visibly compromised open pipe flashing transitions.

- Visibly open pipe flashing penetration transitions will be cleaned of debris and contaminants to receive to new sealants.
- Visibly open pipe flashings transitions to be sealed using a high-grade polyurethane roof caulking.
- Paint the penetration with a Rust-Oleum paint that closely matches the current color theme.

Compromised Stucco Flashing:

To be completed to all visible compromised stucco flashing areas:

- Visibly compromised stucco flashing transition areas will be cleaned of debris and contaminants.
- Visibly compromised stucco flashing transition areas to be repaired using high grade polyurethane caulking per manufactures and surface specifications.

Dormer Vents:

SRC Initials: _____

Owner Initials: _____



To be completed to all visible compromised dormer vents:

- Visible open dormer flashing transitions will be cleaned of contaminants to receive to new sealants.
- Open dormer transitions to be sealed using high grade polyurethane roof caulking.
- Dormer vents will be painted using a Rust-Oleum paint that closely matches the current roof color theme.

Satellite Dish Penetrations:

To be all visible satellite dish penetrations:

- Clean area of debris and contaminates for the area to receive to sealant.
- Apply high grade polyurethane caulking over each bolt head.

Metal Chimney Chase Pans:

To be completed to all visibly compromised metal chimney chase pans:

- Visibly compromised metal chimney pans joints and transitions to be cleaned of all debris and contaminates to except the new sealant.
- Failing fasteners will be sealed with a high-grade polyurethane roof caulking and new fasteners installed and sealed per manufactures specifications.

Contractor Debris:

- Haul away all project related debris and dispose of properly.

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.

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

\$29,800.00

Twenty - Nine Thousand, Eight Hundred Dollars

ADDITIONAL ITEMS

Painting All Pipe/Dormers:

SRC Initials: _____

Owner Initials: _____



To be completed to all visible roof componentry showing oxidation/rust:

- Visible roof componentry showing oxidation/rust to be cleaned to apply preventative coating.
- Paint all visible roof componentry with Rust-Oleum to help reduce the oxidation process.

Painting All Pipe/Dormers: Total Investment Cost

\$9,365.00

Nine Thousand, Three Hundred and Sixty - Five Dollars

[This space intentionally left blank]

SRC Initials: _____

Owner Initials: _____



Contract Terms and Conditions: The above mentioned proposal is valid for 60 days from the proposal date. Failure by Contractor without lawful excuse to substantially commence work within 60 days from the date specified is a violation of Contractor's License Law. Contractor however, shall not be liable for any delays or variation from the foregoing commencement or completion schedule which are caused by factors beyond the control of Contractor (such as but not limited to: rain, threat or forecast of rain or other acts of God; acts of civil war or disturbance; and strikes, boycotts, or other obstructive action by labor organizations or employees, or lock-outs or other defensive actions by employers - or which are caused by acts or neglect of Owner). In the event that any delay or variation from the foregoing completion schedule is caused by any such factors, a reasonable extension of time for commencement and completion shall automatically be deemed to have been granted. For purposes of the paragraph, a reasonable extension of time shall include sufficient time to allow Contractor to commence and complete his obligations under contract agreement with other parties which were originally scheduled for commencement prior to the commencement date of this Contract, and Contractor shall be entitled to complete said other Contract obligations prior to the commencement of work on this Contract.

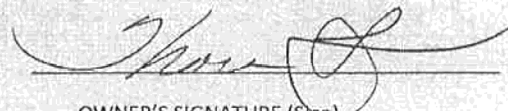
Payment Terms:

Unless indicated differently in this proposal, this proposal is based on a schedule and production process that includes the loading and installation of the project in a single phase. Should the Contractor be instructed by the Owner to interrupt the single phase process, the additional cost of remobilization and other project costs directly attributable to the remobilization shall be added to the contract price to be paid by Owner. Any payment not made on the day required for payment shall bear interest from the date at the rate of 1 1/2% per month until paid. Do not sign this contract before you read it or if it contains any blank space. You are entitled to a completely filled in copy of this Contract. Owner acknowledges that he has read and received a legible copy of this Contract prepared by Contractor, including the "ADDITIONAL TERMS AND CONDITIONS" section of this contract, before the work was done, and that he has read and received a legible copy of every other document that Owner has signed during the contract negotiation. "YOU THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT ON THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE ATTACHED NOTICE OF CANCELLATION FORM FOR AN EXPLANATION OF THIS RIGHT."

Remit payment to: 2913 Saturn St Suite C Brea, CA 92821

SUPERIOR ROOFING, INC. (CONTRACTOR) OWNER ACKNOWLEDGES READING ALL PAGES OF THIS CONTRACT INCLUDING "ADDITIONAL TERMS & CONDITIONS"

By: _____
REPRESENTATIVE (Sign) DATE

 11/22/2020
OWNER'S SIGNATURE (Sign) DATE

REPRESENTATIVE (Print Name)

Thomas L. James
OWNER (Print Name)

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 be 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 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 RESPONSIBILITIES 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.

SRC Initials: _____

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: _____

Laurelmont Project Paint Bid Comparison - 1/20/21

| 197 Total Units | Accurate / 1st Street Painting | Pacific Western Painting & Construction | Pilot Painting & Construction | Prestige Paint & Decorative |
|--|---|---|--|---|
| Base Bid Prep and paint specified surfaces Paint Manufacturer Sherwin Williams (Duration) Spot prime and paint 1 coat | \$ 197,940.00 | \$ 166,919.67 | \$ 201,500.00 | \$ 147,750.00 |
| Project Contingency Amount _____ % of Base Bid 35% | \$ 69,279.00 | \$ 58,421.88 | \$ 70,525.00 | \$ 51,712.50 |
| Total Project Costs Base Bid + 35% Contingency | \$ 267,219.00 | \$ 225,341.55 | \$ 272,025.00 | \$ 199,462.50 |
| Mobilization/Down Payment Costs | None | 5-10% of contract value (Negotiable) | None | 15% (\$22,163.00) |
| Re-mobilization Costs | None | \$500.00 (Negotiable) | \$1,500.00 | 10% (14,775.00) |
| Base Bid Includes | | | | |
| Trench below grade when applicable to paint, then backfill | confirmed | confirmed | confirmed | confirmed |
| Project consists of wood trim and fascia only. No siding or stucco is included. | confirmed | confirmed | confirmed | confirmed |
| Pool building and pool trellis are included (no siding or stucco) | confirmed | confirmed | confirmed | confirmed |
| Wrought Iron paint at homeowner entrance gate is to be included | confirmed | confirmed | confirmed | confirmed |
| Satellite cables are to be removed from the building to paint the wood behind it. Homeowners are responsible for reinstallation afterwards | confirmed | confirmed | confirmed | confirmed |
| Benches located on Primrose are included | confirmed | confirmed | confirmed | confirmed |
| Wood will be painted the same color as it is currently (no color change) | confirmed | confirmed | confirmed | confirmed |
| Pressure wash and proper preparation is needed prior to paint | confirmed | confirmed | confirmed | confirmed |
| Sampling of paint specs and finish of one unit (front only) is to be completed prior to production starting | confirmed | confirmed | confirmed | confirmed |
| If termite infested wood is discovered, termite company is to be contacted immediately to address before area can be painted | confirmed | confirmed | confirmed | please confirm this is included |
| Optional Items | | | | |
| Apply second coat (Duration) | \$98,970.00 (In addition to base bid) | \$50,212.33 (In addition to base bid) | \$ 73,000.00 | \$44,325.00 (In addition to base bid) |
| Full prime and paint one coat (Duration) | \$118,765.00 (In addition to base bid) | \$289,216.13 (In replacement of base bid) | \$265,000.00 (In replacement of base bid) | \$162,525.00 (In addition to base bid) |
| Full prime and paint one coat top caps/ wall caps only (Duration) (Paint is included in the base bid) | \$3,545.00 (In addition to base bid) | \$33,057.65 (In addition to base bid) | \$6,000.00 | \$29,550 (In addition to the base bid) |
| Apply Second coat to Caps / Wall tops only (Duration) | \$1,420.00 (In addition to base bid) | \$34,189.98 (In addition to base bid) | \$6,500.00 (In addition to base bid) | \$8,865.00 (In addition to the base bid) |
| Full prime and paint second coat to Caps / Wall tops only (Duration) | \$4,965.00 (In addition to base bid) | \$42,132.98 (In addition to base bid) | | \$49,250 (Is this in addition to the base bid?) |
| Chimney Cap housing (Tall - Difficult Access) each (metal) | \$ 350.00 | Confirmed, no price difference between Chimney cap housings \$78.55 | \$ 150.00 | Confirmed, no price difference between Chimney cap housings \$250 |
| Chimney Cap housing (Short - Easy Access) each (metal) | \$ 200.00 | Confirmed, no price difference between Chimney cap housings | \$ 120.00 | Confirmed, no price difference between Chimney cap housings |
| Utility doors will be painted on an as needed basis per pair (Exterior and return side only) | \$ 75.00 | \$ 59.05 | \$ 70.00 | \$ 300.00 |
| Homeowner front entry doors will be painted on a request basis (Doors are not included in base bid) | \$ 75.00 | \$ 100.30 | \$ 120.00 | \$ 175.00 |
| Stripping Entry Doors (Exterior Side) (Doors are not included in base bid) | \$550.00 each door | \$500.00 each door | \$410.00 | \$275.00 each door |
| Homeowner garage doors will be painted on a request basis (Doors are not included in base bid) | \$ 125.00 | \$ 165.48 | \$ 130.00 | \$ 200.00 |

| | | | | |
|--|--|---|---|--|
| Stripping Garage Doors (Exterior Side) (Doors are not included in base bid) | \$975.00 each door | \$500.00 each door | \$580.00 | \$350.00 each door |
| Paint homeowner rain gutters (per unit) | No additional cost Does not include cleaning out the gutters | \$1.97 per lineal foot \$1.57 per lineal foot to clean out prior to paint Paint is \$1.35 per Sqft | No additional cost to paint gutters \$90.00 per unit to clean gutters | \$200 Includes cleaning out the gutters |
| Paint homeowner trellis | \$2.50 per SqFt (spot prime and one coat finish) \$3.50 per SqFt (full prime and one coat finish) | Wood repair is \$69.50 per hour + material + 20% markup Page 2; Item #1 - the "initial approved pricing" is \$2.99/sqft+T&M. Can you please clarify? | Separate quote with H.O. directly \$4.50 per SqFt (price may vary depending on prep work needed) | \$8.00 per SqFt |
| Spot prime and paint 1 coat (A-100) | | | \$ 175,500.00 | N/A |
| Apply second coat (A-100) | | | \$ 63,000.00 | N/A |
| Full prime and paint 1 coat (A-100) | | | \$ 236,000.00 | N/A |
| Second coat to caps/ wall tops only (A-110) | | | \$ 6,500.00 | N/A |
| Removal of nails, hooks, screws, staples, etc. | Included | Included | Included | Included |
| Time and Material Rate per man hour | \$55.00 | \$69.50 | \$55.00 per man hour \$72.00 per gallon | \$45.00 per man hour |
| Excluded Items | | | | |
| Wood siding (contractor is responsible for touchups if stucco is not properly masked/protected). | | | | No action |
| Building stucco (contractor is responsible for touchups if stucco is not properly masked/protected). | | | | No action |
| Pool wrought iron | | | | No action |
| Homeowner gutters (optional price to be provided) | no charge Does not include cleaning out gutters | | No Charge | No action |
| Homeowner trellis (optional price to be provided) | Individual quote to be provided to homeowner directly | | Individual quote to be provided to homeowner directly | No action |
| Project Total | | | | |

| | | Accurate (First Street) | Pacific Western | Pilot Painting | Prestige |
|--|---------|---|---|---|---|
| Warranties | Stucco: | N/A | N/A | N/A | N/A |
| | Wood: | 4 years | 5 years | 3 years | 5 years |
| | Metal: | 2 years | 3 years | 2 years | 5 years |
| | Copper: | N/A | N/A | N/A | N/A |
| Posting homeowner notices prior to work beginning | | Yes | Yes | Yes | Yes |
| Was proposal submitted on time? | | Yes | Yes | Yes | Yes |
| If additional paint is needed to meet Sherwin Williams Spec per what has been estimated, how will this be handled? | | Confirmed - No additional costs to meet Sherwin Williams spec's if bid is under estimated | Confirmed - No additional costs to meet Sherwin Williams spec's if bid is under estimated | Confirmed - No additional costs to meet Sherwin Williams spec's if bid is under estimated | Confirmed - No additional costs to meet Sherwin Williams spec's if bid is under estimated |
| Approximate Job Duration (weather permitting and full cooperation of residents) | | 3 months | 4 to 5 months | 79 Working Days | 18 weeks |
| Bid price expiration | | 4/30/2021 | 3/30/2021 | 90 days from 12/23/20 | None listed, please provide if there is an expiration. |

Notes/Questions/Comments

Laurelmont HOA

Wood Components - Bid Form - Attachment A

| Wood Component | Size | Community Length (Assumption) | Unit of Measure | DF #1 | | DF #1 | | | | DF #1 | | DF #1 | |
|------------------------|---------------|-------------------------------|-----------------|-----------------------------------|-----------------------------|-----------------------------------|-----------------------------|-----------------------------------|-----------------------------|-----------------------------------|-----------------------------|-----------------------------------|-----------------------------|
| | | | | Unit Cost Per One Unit of Measure | Extended Cost for Community | Accurate | | Pacific Western | | WindsorOne | | Pilot | |
| | | | | Unit Cost Per One Unit of Measure | Extended Cost for Community | Unit Cost Per One Unit of Measure | Extended Cost for Community | Unit Cost Per One Unit of Measure | Extended Cost for Community | Unit Cost Per One Unit of Measure | Extended Cost for Community | Unit Cost Per One Unit of Measure | Extended Cost for Community |
| Fascia | 2x10 | 974 | 1 LnFt | \$34.50 | \$33,603.00 | \$16.52 | \$16,090.48 | \$24.23 | \$23,600.02 | \$21.00 | \$20,454.00 | \$15.00 | \$14,610.00 |
| Fascia Shadow Board | 2x6 | 2157 | 1 LnFt | \$17.25 | \$37,208.25 | \$11.91 | \$25,689.87 | \$15.35 | \$33,109.95 | \$10.00 | \$21,570.00 | \$15.00 | \$32,355.00 |
| Gable Fascia | 2x10 | 410 | 1 LnFt | \$34.50 | \$14,145.00 | \$16.52 | \$6,773.20 | \$24.26 | \$9,946.60 | \$22.00 | \$9,020.00 | \$17.00 | \$6,970.00 |
| Gable Shadow Board | 2x6 | 1286 | 1 LnFt | \$17.25 | \$22,183.50 | \$11.91 | \$15,316.26 | \$15.35 | \$19,740.10 | \$10.00 | \$12,860.00 | \$17.00 | \$21,862.00 |
| Gable Jamb | 2x8 | 24 | 1 LnFt | \$138.00 | \$3,312.00 | \$15.27 | \$366.48 | \$20.68 | \$496.32 | \$22.00 | \$528.00 | \$12.00 | \$288.00 |
| Window Trim | 2x4 | 716 | 1 LnFt | \$17.25 | \$12,351.00 | \$9.03 | \$6,465.48 | \$11.18 | \$8,004.88 | \$10.00 | \$7,160.00 | \$8.00 | \$5,728.00 |
| Window Trim | 2x6 | 123 | 1 LnFt | \$17.25 | \$2,121.75 | \$11.50 | \$1,414.50 | \$14.92 | \$1,835.16 | \$11.00 | \$1,353.00 | \$10.00 | \$1,230.00 |
| Window Trim | 2x8 | 24 | 1 LnFt | \$17.25 | \$414.00 | \$13.80 | \$331.20 | \$19.30 | \$463.20 | \$13.00 | \$312.00 | \$12.00 | \$288.00 |
| Bay Window Trim | 2x6 | 93 | 1 LnFt | \$34.50 | \$3,208.50 | \$11.55 | \$1,074.15 | \$14.96 | \$1,391.28 | \$11.00 | \$1,023.00 | \$10.00 | \$930.00 |
| Bay Window Fascia | 2x10 | 52 | 1 LnFt | \$51.75 | \$2,691.00 | \$17.01 | \$884.52 | \$24.63 | \$1,280.76 | \$14.00 | \$728.00 | \$12.00 | \$624.00 |
| Corner Trim | 2x2 | 20 | 1 LnFt | \$34.50 | \$690.00 | \$7.31 | \$146.20 | \$8.27 | \$165.40 | \$8.00 | \$160.00 | \$8.00 | \$160.00 |
| Corner Trim | 2x4 | 374 | 1 LnFt | \$34.50 | \$12,903.00 | \$9.05 | \$3,384.70 | \$11.20 | \$4,188.80 | \$10.00 | \$3,740.00 | \$10.00 | \$3,740.00 |
| Corner Trim | 2x6 | 8 | 1 LnFt | \$34.50 | \$276.00 | \$12.95 | \$103.60 | \$16.65 | \$133.20 | \$11.00 | \$88.00 | \$12.00 | \$96.00 |
| Gate Trim | 1x2 | 8 | 1 LnFt | \$17.25 | \$138.00 | \$7.32 | \$58.56 | \$7.06 | \$56.48 | \$7.00 | \$56.00 | \$6.00 | \$48.00 |
| Gate Trim | 2x4 | 34 | 1 LnFt | \$25.87 | \$879.58 | \$9.42 | \$320.28 | \$11.51 | \$391.34 | \$9.00 | \$306.00 | \$7.00 | \$238.00 |
| Gate Trim | 2x6 | 82 | 1 LnFt | \$25.87 | \$2,121.34 | \$11.60 | \$951.20 | \$14.98 | \$1,228.36 | \$11.00 | \$902.00 | \$8.00 | \$656.00 |
| Gate Trim | 2x8 | 95 | 1 LnFt | \$34.50 | \$3,277.50 | \$13.16 | \$1,250.20 | \$18.73 | \$1,779.35 | \$13.00 | \$1,235.00 | \$9.00 | \$855.00 |
| Entry Door Trim | 2x4 | 72 | 1 LnFt | \$25.87 | \$1,862.64 | \$9.23 | \$664.56 | \$11.33 | \$815.76 | \$11.00 | \$792.00 | \$8.00 | \$576.00 |
| Entry Door Trim | 2x6 | 26 | 1 LnFt | \$25.87 | \$672.62 | \$11.95 | \$310.70 | \$15.37 | \$399.62 | \$10.00 | \$260.00 | \$9.00 | \$234.00 |
| Entry Door Trim | 2x8 | 8 | 1 LnFt | \$25.87 | \$206.96 | \$14.71 | \$117.68 | \$20.80 | \$166.40 | \$13.00 | \$104.00 | \$10.00 | \$80.00 |
| Wall Caps | 2x6 | 48 | 1 LnFt | \$25.87 | \$1,241.76 | \$12.17 | \$584.16 | \$15.65 | \$751.20 | \$10.00 | \$480.00 | \$7.00 | \$336.00 |
| Wall Caps | 2x8 | 215 | 1 LnFt | \$25.87 | \$5,562.05 | \$13.86 | \$2,979.90 | \$19.39 | \$4,168.85 | \$13.00 | \$2,795.00 | \$8.00 | \$1,720.00 |
| Wall Caps | 2x10 | 41 | 1 LnFt | \$25.87 | \$1,060.67 | \$17.19 | \$704.79 | \$24.74 | \$1,014.34 | \$14.00 | \$574.00 | \$9.00 | \$369.00 |
| Belly Band | 2x10 | 345 | 1 LnFt | \$29.57 | \$10,201.65 | \$16.56 | \$5,713.20 | \$24.27 | \$8,373.15 | \$17.00 | \$5,865.00 | \$12.00 | \$4,140.00 |
| Garage Jamb | 2x8 | 145 | 1 LnFt | \$34.50 | \$5,037.00 | \$13.08 | \$1,909.68 | \$18.67 | \$2,725.82 | \$23.00 | \$3,358.00 | \$22.00 | \$3,212.00 |
| Garage Trim | 2x6 | 644 | 1 LnFt | \$25.87 | \$16,660.28 | \$11.35 | \$7,309.40 | \$14.82 | \$9,544.08 | \$13.00 | \$8,372.00 | \$12.00 | \$7,728.00 |
| Garage Trim | 1x4 | 8 | 1 LnFt | \$25.87 | \$206.96 | \$9.00 | \$72.00 | \$8.97 | \$71.76 | \$8.00 | \$64.00 | \$8.00 | \$64.00 |
| Soffit Trim | 1x2 | 12 | 1 LnFt | \$17.25 | \$207.00 | \$7.22 | \$86.64 | \$6.76 | \$81.12 | \$7.00 | \$84.00 | \$8.00 | \$96.00 |
| Wall Trim | 1x2 | 30 | 1 LnFt | \$17.25 | \$517.50 | \$6.57 | \$197.10 | \$6.40 | \$192.00 | \$7.00 | \$210.00 | \$6.00 | \$180.00 |
| Wall Trim | 2x4 | 21 | 1 LnFt | \$17.25 | \$362.25 | \$9.81 | \$206.01 | \$11.72 | \$246.12 | \$9.00 | \$189.00 | \$7.00 | \$147.00 |
| Wall Trim | 2x6 | 46 | 1 LnFt | \$17.25 | \$793.50 | \$11.68 | \$537.28 | \$15.12 | \$695.52 | \$11.00 | \$506.00 | \$8.00 | \$368.00 |
| Wall Trim | 2x8 | 8 | 1 LnFt | \$25.87 | \$206.96 | \$14.71 | \$117.68 | \$20.00 | \$160.00 | \$13.00 | \$104.00 | \$9.00 | \$72.00 |
| Potshelk Trim | 2x12 | 56 | 1 LnFt | \$34.50 | \$1,932.00 | \$19.44 | \$1,088.64 | \$28.52 | \$1,597.12 | \$16.00 | \$896.00 | \$16.00 | \$896.00 |
| Potshelk Trim | 2x10 | 234 | 1 LnFt | \$34.50 | \$8,073.00 | \$16.59 | \$3,882.06 | \$24.30 | \$5,686.20 | \$15.00 | \$3,510.00 | \$14.00 | \$3,276.00 |
| Potshelk Trim | 2x6 | 133 | 1 LnFt | \$25.87 | \$3,440.71 | \$12.06 | \$1,603.98 | \$15.45 | \$2,054.85 | \$11.00 | \$1,463.00 | \$12.00 | \$1,596.00 |
| Chimney Trim | 2x10 | 48 | 1 LnFt | \$25.87 | \$1,241.76 | \$16.82 | \$807.36 | \$24.66 | \$1,183.68 | \$21.00 | \$1,008.00 | \$10.00 | \$480.00 |
| Chimney Trim | 2x6 | 94 | 1 LnFt | \$25.87 | \$2,431.78 | \$12.11 | \$1,138.34 | \$15.50 | \$1,457.00 | \$11.00 | \$1,034.00 | \$16.00 | \$1,504.00 |
| Radius Trim | 2x4 | 10 | 1 LnFt | \$69.00 | \$690.00 | \$27.01 | \$270.10 | N/A | See DF#1 | \$32.00 | \$320.00 | \$28.00 | \$280.00 |
| Radius Trim | 2x6 | 8 | 1 LnFt | \$69.00 | \$552.00 | \$32.36 | \$258.88 | N/A | See DF#1 | \$22.00 | \$176.00 | \$32.00 | \$256.00 |
| Meter Closet Trim | 2x4 | 72 | 1 LnFt | \$25.87 | \$1,862.64 | \$9.23 | \$664.56 | \$11.33 | \$815.76 | \$10.00 | \$720.00 | \$8.00 | \$576.00 |
| Arch Trim | 2x6 | 10 | 1 LnFt | \$27.60 | \$276.00 | \$30.46 | \$304.60 | N/A | See DF#1 | \$32.00 | \$320.00 | \$6.00 | \$60.00 |
| Rafter Tail (2x6x3) | 2x6 | 3 | 1 LnFt | \$17.25 | \$51.75 | \$31.29 | \$93.87 | \$35.53 | \$106.59 | \$22.00 | \$66.00 | \$18.00 | \$54.00 |
| Rafter Tail (2x8x3) | 2x8 | 6 | 1 LnFt | \$17.25 | \$103.50 | \$35.00 | \$210.00 | \$40.61 | \$243.66 | \$23.00 | \$138.00 | \$20.00 | \$120.00 |
| Frieze Block (2x4) | 2x4 | 1 | 1 LnFt | \$17.25 | \$17.25 | \$25.54 | \$25.54 | \$29.42 | \$29.42 | \$17.00 | \$17.00 | \$12.00 | \$12.00 |
| Frieze Block (2x8x3) | 2x8 | 3 | 1 LnFt | \$17.25 | \$51.75 | \$26.20 | \$78.60 | \$32.17 | \$96.51 | \$25.00 | \$75.00 | \$14.00 | \$42.00 |
| Trim | 2x6 | 16 | 1 LnFt | \$34.50 | \$552.00 | \$14.39 | \$230.24 | \$17.65 | \$282.40 | \$12.00 | \$192.00 | \$8.00 | \$128.00 |
| Trim | 2x8 | 8 | 1 LnFt | \$34.50 | \$276.00 | \$16.73 | \$133.84 | \$22.70 | \$181.60 | \$13.00 | \$104.00 | \$9.00 | \$72.00 |
| Trim | 2x10 | 32 | 1 LnFt | \$34.50 | \$1,104.00 | \$18.00 | \$576.00 | \$25.53 | \$816.96 | \$15.00 | \$480.00 | \$10.00 | \$320.00 |
| 6x6 entry post | 6x6x16 (each) | 2 | Each | \$2,208.00 | \$4,416.00 | \$1,050.67 | \$2,101.34 | N/A | See DF#1 | \$380.00 | \$760.00 | \$250.00 | \$500.00 |
| Bondo | Each | 102 | Each | \$69.00 | \$7,038.00 | \$61.36 | \$6,258.72 | N/A | See DF#1 | \$50.00 | \$5,100.00 | \$45.00 | \$4,590.00 |
| Corbel Ends | Each | 3 | Each | \$414.00 | \$1,242.00 | \$200.83 | \$602.49 | N/A | See DF#1 | \$290.00 | \$870.00 | \$55.00 | \$165.00 |
| Time and Material Rate | Per Man Hour | TBD | Per Man Hour | \$120.00 | | \$69.50 | | | | \$56.00 | | | |
| Stucco Texture Repair | - | - | 1 SqFt | \$75.00 | | \$11.75 | | | | | | | \$18.00 |

| | | | |
|-----------------------------|---|---|--------|
| Stucco System Repair | - | - | 1 SqFt |
| Wood Siding (If Applicable) | - | - | 1 LnFt |
| Totals | | | |

| | |
|--------------|--|
| \$136.00 | |
| \$13.80 | |
| \$231,675.36 | |

| | | | |
|--------------|--|--------------|--|
| \$90.00 | | | |
| \$19.21 | | | |
| \$122,460.82 | | \$161,564.82 | |

| | | |
|--------------|--|--|
| | | |
| | | |
| \$124,337.00 | | |

| | |
|--------------|--|
| \$25.00 | |
| \$30.00 | |
| \$124,927.00 | |

| Additional Options | | | |
|---|------|-----|------------------------------|
| Pot shelf waterproofing/repair | Each | TBD | Each |
| Cost to Replace Full Chimney Cap (DF #1 or better) | Each | TBD | Each |
| Cost to Replace Full Chimney Cap (WindsorONE) | Each | TBD | Each |
| *Community may decide to replace all Chimney Caps | | | |
| ** Option - Cost to perform a PROBING inspection prior to project start and provide a workable matrix per unit/building | | | No Charge if awarded Project |
| **Option - Cost to perform a VISUAL inspection prior to project start and provide a workable matrix per unit/building | | | |

| Accurate | |
|----------|--|
| | |
| \$950.00 | |

| Pacific Western | |
|-----------------|--|
| | |
| \$1,834.43 | |
| \$2,152.18 | |
| \$2,312.37 | |

| | |
|------------|--|
| \$9,791.64 | |
|------------|--|

| | |
|------------|--|
| \$5,087.00 | |
|------------|--|

| Pilot | |
|----------|--|
| | |
| \$900.00 | |
| \$425.00 | |
| \$570.00 | |

| | |
|------------|--|
| \$2,955.00 | |
|------------|--|

| Prestige | |
|------------|--|
| | |
| \$1,675.00 | |
| | |
| | |

| | |
|--|--|
| | |
|--|--|

Laurelmont Wood and Paint Comparison

| | Accurate | 1st Street | Pacific Western | Pilot | Prestige |
|---|-----------------|-------------------|------------------------|--------------|-----------------|
| | Line Cost | Line Cost | Line Cost | Line Cost | Line Cost |
| Wood Base Bid (Unit Cost with "Assumptions") | \$231,675.36 | N/A | \$122,460.82 | \$124,337.00 | \$124,927.00 |
| Paint Base Bid | N/A | \$197,940.00 | \$166,919.67 | \$201,500.00 | \$147,750.00 |
| Wood and Paint Base Bid Contingency (35% - adjustable) | \$81,086.38 | \$69,279.00 | \$101,283.17 | \$114,042.95 | \$95,436.95 |
| Wood and Deck Project Total with Contingency | \$579,980.74 | | \$390,663.66 | \$439,879.95 | \$368,113.95 |
| Selected Wood Options | TBD | | TBD | TBD | TBD |
| Selected Paint Options | | TBD | TBD | TBD | TBD |
| Time and Material for additional work (Per Man Hour) | \$120.00 | \$55.00 | \$69.50 | \$55.00 | \$45.00 |

Laurelmont Community Assn CCR History Report Detailed Report by Street Address

Pepperwood

| | | | | | |
|---------------|-------------------------|-------------|-----|------------|-----------|
| 65 Pepperwood | Mr. & Mrs Gary Busansky | Lot/Unit #: | 048 | Account #: | 145504948 |
|---------------|-------------------------|-------------|-----|------------|-----------|

| | <u>CCR Code</u> | <u>Active</u> | <u>Type</u> | <u>Create</u> | <u>Request</u> | <u>Closed</u> | <u>Next Action</u> |
|------------|-------------------------|---------------|-------------|---------------|----------------|---------------|--------------------|
| # 1 | TRE - View Obstructions | YES | Violation | 04/06/2021 | N/A | | NONE |

Summary: View Obstructions

Detailed Description

CC&Rs Section 8.08. View Obstructions. No vegetation or other obstruction shall be planted or maintained upon any patio or balcony such location or of such height as to unreasonably obstruct the view from any other Residence in the vicinity thereof.

Action to Resolve

Please maintain trees to be below 30 feet in height. Thank you.

| | | | | | |
|---------------|-----------------|-------------|-----|------------|-----------|
| 71 Pepperwood | James T Mcnamee | Lot/Unit #: | 054 | Account #: | 145501054 |
|---------------|-----------------|-------------|-----|------------|-----------|

| | <u>CCR Code</u> | <u>Active</u> | <u>Type</u> | <u>Create</u> | <u>Request</u> | <u>Closed</u> | <u>Next Action</u> |
|------------|-------------------|---------------|-------------|---------------|----------------|---------------|--------------------|
| # 1 | MTN - Maintenance | YES | Violation | 04/06/2021 | N/A | | NONE |

Summary: Maintenance

Detailed Description

CC&Rs Section 2.09 Repair and Maintenance by Owners. Each owner shall maintain...all portions of his Unit in a clean, sanitary and attractive condition...it shall further be the duty of each Owner, at his sole expense, to keep the Restricted Common Areas free from debris and maintained

Action to Resolve

Please maintain the trees in your backyard so they are away from the fence. Thank you.

Laurelmont Community Assn CCR History Report Detailed Report by Street Address

Primrose

5 Primrose Frederick L Fenton Lot/Unit #: 058 Account #: 145531158

| # | CCR Code | Active | Type | Create | Request | Closed | Next Action |
|-----|-------------------|--------|-----------|------------|---------|------------|-------------|
| # 1 | MTN - Maintenance | NO | Violation | 04/06/2021 | N/A | 04/15/2021 | NONE |

Summary: Maintenance

Detailed Description

CC&Rs Section 2.09 Repair and Maintenance by Owners. Each owner shall maintain...all portions of his Unit in a clean, sanitary and attractive condition...it shall further be the duty of each Owner, at his sole expense, to keep the Restricted Common Areas free from debris and maintained

Action to Resolve

Please maintain the trees in your backyard. Thank you.

9 Primrose Kimberly Razi Lot/Unit #: 060 Account #: 145533760

| # | CCR Code | Active | Type | Create | Request | Closed | Next Action |
|-----|-------------------|--------|-----------|------------|---------|--------|-------------|
| # 1 | MTN - Maintenance | YES | Violation | 04/06/2021 | N/A | | NONE |

Summary: Maintenance

Detailed Description

CC&Rs Section 2.09 Repair and Maintenance by Owners. Each owner shall maintain...all portions of his Unit in a clean, sanitary and attractive condition...it shall further be the duty of each Owner, at his sole expense, to keep the Restricted Common Areas free from debris and maintained

Action to Resolve

Please maintain the palm trees in your backyard. Thank you.

23 Primrose Jason Viernes Lopez Lot/Unit #: 072 Account #: 240429372

| # | CCR Code | Active | Type | Create | Request | Closed | Next Action |
|-----|---------------|--------|-----------|------------|---------|------------|-------------|
| # 1 | PRK - Parking | NO | Violation | 03/04/2021 | N/A | 04/06/2021 | NONE |

Summary: Parking

Detailed Description

CC&Rs Section 8.02 Parking and Vehicular Restrictions. No Owner shall park, store, or keep anywhere on the Property or on any public streets abutting or visible from the Property any large commercial-type vehicle. No Person shall park, store, or keep any recreational vehicle...on the Property or on any public street abutting or visible from the Property except wholly within a garage and only with the garage door closed.

Action to Resolve

Please move commercial vehicle out of view of the street. Thank you.

34 Primrose Russell J O'Buchon Lot/Unit #: 078 Account #: 145552878

| # | CCR Code | Active | Type | Create | Request | Closed | Next Action |
|-----|-------------------|--------|-----------|------------|---------|--------|-------------|
| # 1 | MTN - Maintenance | YES | Violation | 04/06/2021 | N/A | | NONE |

Summary: Maintenance

Detailed Description

CC&Rs Section 2.09 Repair and Maintenance by Owners. Each owner shall maintain...all portions of his Unit in a clean, sanitary and attractive condition...it shall further be the duty of each Owner, at his sole expense, to keep the Restricted Common Areas free from debris and maintained

Action to Resolve

Please trim trees away from home. It is touching the roof and chimney. Thank you.

37 Primrose Mikael B Modeer Lot/Unit #: 081 Account #: 145547681

Laurelmont Community Assn CCR History Report Detailed Report by Street Address

Primrose

| | | | | | |
|-------------|-----------------|-------------|-----|------------|-----------|
| 37 Primrose | Mikael B Modeer | Lot/Unit #: | 081 | Account #: | 145547681 |
|-------------|-----------------|-------------|-----|------------|-----------|

| # 1 | CCR Code | Active | Type | Create | Request | Closed | Next Action |
|-----|------------------|--------|-----------|------------|---------|------------|-------------|
| | TSH - Trash Bins | NO | Violation | 03/04/2021 | N/A | 04/06/2021 | NONE |

Summary: Trash Bins

Detailed Description

CC&Rs Section 8.10 Rubbish Removal. Containers shall be exposed to view of neighboring Residences only when set out for a reasonable period of time (not to exceed twelve (12) hours before and after scheduled trash collection hours).

Action to Resolve

Please remove trash bins out of view from the street after collection times. Thank you.

| | | | | | |
|-------------|----------------------|-------------|-----|------------|-----------|
| 39 Primrose | Sabella Family Trust | Lot/Unit #: | 083 | Account #: | 145548983 |
|-------------|----------------------|-------------|-----|------------|-----------|

| # 1 | CCR Code | Active | Type | Create | Request | Closed | Next Action |
|-----|--|--------|-----------|------------|---------|--------|-------------|
| | ARC - Inside and Outside Installations | YES | Violation | 04/06/2021 | N/A | | NONE |

Summary: Inside and Outside Installations

Detailed Description

CC&Rs Section 8.06. Inside and Outside Installations. No landscaping, vegetation or other improvement shall be attached to the fences or exterior walls in the Project without prior written consent of the Architectural Committee.

Action to Resolve

Please remove the unapproved lattice attached to your home. Thank you.

| | | | | | |
|-------------|-----------------|-------------|-----|------------|-----------|
| 52 Primrose | Laurel A Minder | Lot/Unit #: | 096 | Account #: | 145590096 |
|-------------|-----------------|-------------|-----|------------|-----------|

| # 1 | CCR Code | Active | Type | Create | Request | Closed | Next Action |
|-----|-------------------|--------|-----------|------------|---------|------------|-------------|
| | MTN - Maintenance | NO | Violation | 03/04/2021 | N/A | 04/06/2021 | NONE |

Summary: Maintenance

Detailed Description

CC&Rs Section 2.09 Repair and Maintenance by Owners. Each owner shall maintain...all portions of his Unit in a clean, sanitary and attractive condition...it shall further be the duty of each Owner, at his sole expense, to keep the Restricted Common Areas free from debris and maintained

Action to Resolve

The American flag hanging from your home needs attention. Thank you.

| | | | | | |
|-------------|--------------|-------------|-----|------------|-----------|
| 54 Primrose | Linda J Eddy | Lot/Unit #: | 098 | Account #: | 145591398 |
|-------------|--------------|-------------|-----|------------|-----------|

| # 1 | CCR Code | Active | Type | Create | Request | Closed | Next Action |
|-----|-------------------|--------|-----------|------------|---------|--------|-------------|
| | MTN - Maintenance | YES | Violation | 03/04/2021 | N/A | | NONE |

Summary: Maintenance

Detailed Description

CC&Rs Section 2.09 Repair and Maintenance by Owners. Each owner shall maintain...all portions of his Unit in a clean, sanitary and attractive condition...it shall further be the duty of each Owner, at his sole expense, to keep the Restricted Common Areas free from debris and maintained

Action to Resolve

Please maintain the landscaping in the walkway to your front door. Thank you.

Laurelmont Community Assn
CCR History Report
Detailed Report by Street Address

Primrose

54 Primrose Linda J Eddy Lot/Unit #: 098 Account #: 145591398

| # | <u>CCR Code</u> | <u>Active</u> | <u>Type</u> | <u>Create</u> | <u>Request</u> | <u>Closed</u> | <u>Next Action</u> |
|-----|-------------------|---------------|-------------|---------------|----------------|---------------|--------------------|
| # 2 | MTN - Maintenance | YES | Violation | 04/06/2021 | N/A | | NONE |

Summary: Maintenance

Detailed Description

CC&Rs Section 2.09 Repair and Maintenance by Owners. Each owner shall maintain...all portions of his Unit in a clean, sanitary and attractive condition...it shall further be the duty of each Owner, at his sole expense, to keep the Restricted Common Areas free from debris and maintained

Action to Resolve

Please maintain the landscaping in the walkway to your front door. Thank you.

59 Primrose Shahrock Zekavati Lot/Unit #: 101 Account #: 145575101

| # | <u>CCR Code</u> | <u>Active</u> | <u>Type</u> | <u>Create</u> | <u>Request</u> | <u>Closed</u> | <u>Next Action</u> |
|-----|-------------------|---------------|-------------|---------------|----------------|---------------|--------------------|
| # 1 | MTN - Maintenance | NO | Violation | 03/04/2021 | N/A | 04/06/2021 | NONE |

Summary: Maintenance

Detailed Description

CC&Rs Section 2.09 Repair and Maintenance by Owners. Each owner shall maintain...all portions of his Unit in a clean, sanitary and attractive condition...it shall further be the duty of each Owner, at his sole expense, to keep the Restricted Common Areas free from debris and maintained

Action to Resolve

Please maintain the overgrown landscaping in front of your home. Thank you.

Willowood

17 Willowood Jerry N Green Lot/Unit #: 135 Account #: 192926135

| # | <u>CCR Code</u> | <u>Active</u> | <u>Type</u> | <u>Create</u> | <u>Request</u> | <u>Closed</u> | <u>Next Action</u> |
|-----|--|---------------|-------------|---------------|----------------|---------------|--------------------|
| # 1 | ARC - Inside and Outside Installations | YES | Violation | 04/06/2021 | N/A | | NONE |

Summary: Inside and Outside Installations

Detailed Description

CC&Rs Section 8.06. Inside and Outside Installations. No landscaping, vegetation or other improvement shall be attached to the fences or exterior walls in the Project without prior written consent of the Architectural Committee.

Action to Resolve

Please remove the unapproved lattice attached to your home. Thank you.

VIOLATION RESPONSE FORM

Please set forth any and all defenses you claim to the Association's compliance division, including any action you have taken to correct the violation. Please complete this form and deliver, mail or fax to the Association within 15 days of the date of the notice. Please note that telephone calls are not acceptable responses to violation notices. You MUST respond in writing.

Owner(s) Name: Sabella Family Trust

Property Address: 39 Primrose

Violation: Inside and Outside Installations

Comments/Response:

Lattice has been on wall since I moved in 30 years ago. Will remove within the next 2 weeks, but not clear on why it has never been mentioned in the past.

Signature: Andrea R. Arceca

Date: 4/9/21

Laurelmont Community Assn Board of Directors
c/o Otis HOA Management
23120 Alicia Parkway, Suite 215, Mission Viejo, CA 92692
Fax: 949-458-0570
e-mail: rayna@otishoa.com

AGED OWNER BALANCES: AS OF Mar. 31, 2021
ACCOUNT NUMBER SEQUENCE

* - Previous Owner or Renter

| ACCOUNT # | UNIT # | NAME/ADDRESS | CURRENT | OVER 15 | OVER 45 | OVER 75 | TOTAL |
|-----------|--------|----------------------------|---------|----------|---------|---------|----------|
| 145401190 | 190 | Cheryl Rice | 0.00 | 0.85 | 0.00 | 0.00 | 0.85 |
| 145404184 | 184 | Noreen Stacy Dunlap | 0.00 | 480.70 | 0.00 | 0.00 | 480.70 |
| 145407179 | 179 | Dawn M Burgess | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145413171 | 171 | Mark Cody | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145424170 | 170 | Brian J Salmen | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145435123 | 123 | Qual Interm For Eri Wilson | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145445142 | 142 | Michael A Rodriguez | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145448145 | 145 | Brian D Campbell | 0.00 | 3474.62 | 0.00 | 0.00 | 3474.62 |
| 145460155 | 155 | Nancy A Watteyne | 0.00 | 160.00 | 0.00 | 0.00 | 160.00 |
| 145463134 | 134 | Frank C Schwartzenburg | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145468130 | 130 | Susan Oshiro | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145482014 | 014 | Kiran Menon Vapalla | 0.00 | 502.70 | 0.00 | 0.00 | 502.70 |
| 145482014 | 014 | Sid Ross* | 0.00 | 22.85 | 0.00 | 0.00 | 22.85 |
| 145487519 | 019 | Lorraine Passero | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145489123 | 023 | Cynthia M Tyler | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145501054 | 054 | James T Mcnamee | 0.00 | 530.22 | 0.00 | 0.00 | 530.22 |
| 145502352 | 052 | Ronald T Rurup | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145506546 | 046 | Guillermo Alvarez | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145510440 | 040 | Kenneth Carter | 479.85- | 0.00 | 0.00 | 0.00 | 479.85- |
| 145511738 | 038 | Christine A Muzyka | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145521435 | 035 | Thomas Liebl | 0.00 | 482.37 | 0.00 | 0.00 | 482.37 |
| 145525643 | 043 | Craig T Petrine Casey | 0.00 | 166.70 | 0.00 | 0.00 | 166.70 |
| 145526949 | 049 | Glen Jeffries | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145545077 | 077 | Brian Donald Emerson | 0.00 | 4699.92 | 0.00 | 0.00 | 4699.92 |
| 145546379 | 079 | Kraig D Margulies | 0.00 | 6635.89 | 0.00 | 0.00 | 6635.89 |
| 145568108 | 108 | Patricia Brauchler | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145571105 | 105 | Robert Lewis Williston | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145573103 | 103 | Anthony Bo Fairclough | 0.00 | 0.58 | 0.00 | 0.00 | 0.58 |
| 145574102 | 102 | Javad Sherkat-Andjoma | 0.00 | 27.75 | 0.00 | 0.00 | 27.75 |
| 145588791 | 091 | Renee Hernandez | 0.00 | 0.85 | 0.00 | 0.00 | 0.85 |
| 145589094 | 094 | Marlene Dee Saile | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145591398 | 098 | Linda J Eddy | 0.00 | 0.76 | 0.00 | 0.00 | 0.76 |
| 193147131 | 131 | HJ Blrd-Gipson | 0.00 | 77.79 | 0.00 | 0.00 | 77.79 |
| 201953196 | 196 | Bret Lanners | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 202594139 | 139 | Andrew B Simon | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 215030191 | 191 | Michael S Bowman | 0.00 | 0.70 | 0.00 | 0.00 | 0.70 |
| 217053086 | 086 | Saeed Amrinazari | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 232102143 | 143 | Hamid Arshadi TTEE | 0.00 | 70.70 | 0.00 | 0.00 | 70.70 |
| 236774162 | 162 | Brooke Granata | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 236774162 | 162 | John Poor* | 0.00 | 457.00 | 0.00 | 0.00 | 457.00 |
| 240429372 | 072 | Jason Viernes Lopez | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 240872375 | 075 | Jacqueline Orloff | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| TOTAL: | | | 479.85- | 28349.65 | 0.00 | 0.00 | 27869.80 |

AGED OWNER BALANCES: AS OF Mar. 31, 2021
ACCOUNT NUMBER SEQUENCE

* - Previous Owner or Renter

| ACCOUNT # | UNIT # | NAME/ADDRESS | CURRENT | OVER 15 | OVER 45 | OVER 75 | TOTAL |
|-----------|--------|--------------|---------|---------|---------|---------|-------|
|-----------|--------|--------------|---------|---------|---------|---------|-------|

REPORT SUMMARY

| CODI N/A | DESCRIPTION | ACCOUNT # | CURRENT | OVER 15 | OVER 45 | OVER 75 | TOTAL |
|-------------|-----------------|-----------|---------|----------|---------|---------|----------|
| A1 | ASSESSMENT | 1200 | 479.85- | 11037.40 | 0.00 | 0.00 | 10557.55 |
| 14 | Balance Forward | 1200 | 0.00 | 17312.25 | 0.00 | 0.00 | 17312.25 |
| GRAND TOTAL | | | 479.85- | 28349.65 | 0.00 | 0.00 | 27869.80 |

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | ELINQUENCY AMOUNT |
|----------------|---------------------|-------------------|
| 01200 | Accounts Receivable | 27869.80 |
| TOTAL | | \$27869.80 |

| No. | Date | Who From | Short Desc. | Detailed Description | Status | Date | Staff |
|-----|------------|-----------------|-------------|--|--|------------|-----------------|
| 1 | 43693 | Board Directive | FTB Status | The required forms (including the 2019 taxes) have been issued to the FTB. "Active" status from the FTB is pending. | In Progress - Waiting on FTB | 12/31/2020 | Katy Howe |
| 2 | 8/16/2019 | Board Directive | FHA Status | 8/17/2019 issued request to have FHA application 8/19/2019 received application, completed and sent back. 8/22/2019 received request for additional documentation, provided the requested documents and sent back. 9/17/2019 confirmed they cannot complete FHA approval until FTB status is fixed. | In Progress - Waiting on FTB Status | 12/31/2020 | Jessica Flicker |
| 3 | 10/28/2019 | 32/34 firewall | BOD | management arranged for OCBS to inspect the property for a firewall. The Board confirmed this is the way those units were built. OCBS panicked the homeowner saying it wasn't to code. Per BOD request management is acquiring an additional opinion on the situation and a proposal for a solution. 11/5/2019 issued work order to ProTec to inspect, will present report upon receipt. 11/22/2019 David Cane's contact has retired so he provided a second person who management issued an email to in order to receive a third opinion in line with the Association's general counsel's recommendation. 11/25/2019 BOD reviewed the report provided by Pro Tec. The Board has decided to proceed with their legal counsel's advice to enlist the services of his recommendation who will not state that the fire wall is out of code. 12/9/2019 inspector met with homeowner, says he will have report to me in time to present at January 2020 Board meeting. 1/26/2020 David Cane has advised that the report is not ready yet but will be ready in about two more weeks. 2/12/2020 checked status with David, it is still not ready. 2/18/2020 checked status with David, he is still working on it. 3/19/2020 checked with David, still working on it. 4/7/2020 checked in again, David says because the city is closed he is unable to acquire the drawings he needs to complete this. until the city re-opens, he is unable to finish the report. vendor email: cardosoconsultingcc@gmail.com. 10/20/2020 - emailed the consultant to get a status update regarding this matter, pending response. 10/21/2020 - per Michael, "Because of the shutdown due to Covid, The City of Aliso Viejo was closed. They are open now so the first order of work is to locate any existing plans for the condos to see if there was a firewall originally proposed. If a firewall was never proposed, then we can focus on the year it was built and if the code at that time required a firewall between habitable dwellings. If the code tells us that for the year that the condos were permitted we did not require a firewall then there shall be no need to upgrade all the units. But first, we must locate the existing drawings. We contacted Joanna Stevens before the shutdown but have not heard back from her. I can personally go down there this Friday and find out what is going on and will let you know what | In Progress - Pending assistance from Association's attorney. | 11/30/2020 | Jessica Flicker |

| | | | | | | | |
|---|-----------|-------------|-------------|--|---|-----------|-----------------|
| | | | | happens." 11/24 - Emailed David Can for assistance as we have not heard from Michael. 12/3 - Emailed David Cane for assistance as we have not heard from Michael. 12/17/2020 - Emailed David Cane and Michael again. | | | |
| 4 | 11/5/2019 | Annual Item | Audit/Taxes | <p>Management requested an engagement letter for 2019 taxes and audit and, in light of the issue with 2015, decided to check the other years between 2016 to 2018. 2018 was also found to be missing. Management to present an engagement letter for 2018 and one for 2019 at the November 2019 Board meeting 11/25/2019 The Board approved the 2018 and 2019 engagement letters from ISK in the amount of \$2350 for both. 11/27/2019 management issued approval to ISK. BOD would like these included in the December financials, management has made this request. 1/10/2019 CPA issued additional questions, management responded. 2/25/2020 isk advised they would be finished soon and do not need any additional information from management. 3/19/2020 reached out to isk for status, they are backed up but working on it. 4/6/2020 checked again, they are almost finished. 4/27/2020 still waiting on audit and taxes, ISK advises this should be complete soon 6/16/2020 ISK advises 2018 will be ready any day now and then he will get 2019 done . within two weeks of that. 2018 has been filed and 2019 extended. once ISK is finished with 2019, this will be completed. 9/17/2020 2019 taxes received and sent to Board to sign. included in September BMP for approval. approved, posted to branch access and sent to Richard Chiu and Pro Tax. need to mail along with new 3500 and payment. 10/13/2020 at 8:20 a.m. - spoke with Molly at the FTB to verify all items needed. She said that they received the outstanding tax forms for 2015 and 2018, and just needs payments in the amount of \$65.00 for each year, separate checks preferred. Then, we need to submit the 3500 with the processing fee. 10/14/2020 - per Shannon at ProTax, the payments have been submitted to the FTB. Now the CPA needs to complete the 3500. Katy Howe working with David Cane on this as of 10/15/2020. 10/20/2020 - per the CPA, the 3500 should be completed by 10/28/2020. 10/23/2020 - completed 3500 form received from CPA and emailed to Board for signature. Board signed and sent back. Submitted check request for \$25.00 processing fee. 10/30/2020 - forms and check mailed to FTB. Will begin calling FTB 11/9 to check status. 11/9 - Called and they have received the forms, taxes, and checks, and now it needs to work through the processing</p> | In Process. Per FTB the Association is no longer suspended, but now it needs to be posted to the Secretary of State website. | 9/28/2020 | Jessica Flicker |

| | | | | | | | |
|---|-----------|-----|-------------------------------|--|-------------|-----------|-----------------|
| | | | | <p>system. 11/12 - called to check the status, still pending. 11/16 - called to check status, still pending. 11/19 - called to check status, still pending. 11/23 - called to check status, still pending. 11/30 - called to check status, still pending. 12/3 - called to check status, still pending. 12/7 - called to check status, still pending. 12/11 - called to check status, still pending. 12/15 - called to check status, still pending. 12/17 - called to check status, still pending.</p> | | | |
| 5 | 4/27/2020 | BOD | Trim Repair and Paint Project | <p>Management to present project managers at May meeting for trim repair and paint project 4/29/2020 requested AOC, Grant Davis and Ross Construction Management provide a briefing of their services/pricing 5/21 BOD is leaning toward Ross Construction Management, is requesting references first. 6/22/2020 BOD reviewed the references and would like more time to review. will table to next meeting 7/27/2020 BOD approved Ross Construction Management, RCM has been notified and will start getting proposals together for the BOD. 8/11/2020 RCM has requested a lot of information and is getting their ducks in a row. They will need to schedule a precon walk which we will schedule for September with the new Property Manager. 8/24 BOD advises they would like to schedule the walk sooner rather than later, ideally next week. will follow up with the vendor to see if this works for their schedule. Jessica Modica noted some extra windows on units, has requested this be reviewed during the precon walk. precon walk is ready to be scheduled. Precon walk scheduled for Monday, 9/28. Bid walk scheduled on or before 10/09/2020. Bid walk completed 10/30/2020. Board will have proposals to review at January 2021 meeting.</p> | In Progress | 6/30/2021 | Jessica Flicker |

| | | | | | | | |
|----|-----------|-----|--------------------|---|--|------------|-----------------|
| 6 | 7/27/2020 | BOD | Delinquency Policy | The Board has approved the new delinquency policy which moves the delinquency date from 15th of each month to the 30th. Management to send to Stephanie to update. sent to Stephanie 7/29 Stephanie advises conflict with CC&Rs, management inquiring with legal as to a solution. Legal advised that there is no conflict as long as the new delinq. date is not earlier than what the governing documents advise. management advised Stephanie who then stated in addition to the 15 to 30 day change, another of the fees would have to be changed with it. management to include in next BMP. will need to send to Stephanie Raymond upon approval. Board approved, needs to be resubmitted to Stephanie for implementation. | Complete. Emailed to Stephanie 10/1/2020 | 10/31/2020 | Jessica Flicker |
| 7 | 8/25/2020 | BOD | Dryer Vents | BOD moving forward is ok any time there is a dryer vent repair (i.e. 37 Willowood) we can just have it re-routed instead of paying for investigation/longer process | Approved by Board | 9/28/2020 | Jessica Flicker |
| 10 | 8/25/2020 | BOD | 81 Pepperwood | 81 Pepperwood (Chad) went to the pool without a reservation, held someone's phone over the water because he thought they were taping him and he was being generally aggressive. BOD requested management send another violation for nuisance. This homeowner's wife, Gisela, stayed after the meeting to talk about the first violation. She was not aware this was going on and will be having a conversation with him. She advises he's been under a lot of stress from work and his mother passing last week. The board has requested he be invited to the next meeting to discuss. Chad came to 9/28/2020 Board meeting. He acknowledged his behavior was wrong. Manager to send letter documenting board conversation to homeowner. If they receive further reports of this behavior, they will send matter to attorney. | Complete | 9/28/2020 | Jessica Flicker |
| 8 | 8/25/2020 | BOD | 49 Primrose Fence | BOD offers to help coordinate removal of wood fence at 49 Primrose and installation of a new vinyl one - this would be at homeowner expense. Management to reach out to homeowner and offer this option. Homeowner has reached back to management, they would like to pay for the plexi upgrade. management has requested the vendor create a divided proposal. vendor will not work with the homeowner is only willing to do this project if the HOA fronts payment and bills back homeowner. homeowner has agreed to this, waiting on proposal. 10/30/2020 - per Vendor, they will have the proposal to us by 11/6. | In Progress | 10/31/2020 | Jessica Flicker |

| | | | | | | | |
|----|-----------|-----------------|--|---|---|------------|------------------|
| 9 | 8/25/2020 | BOD | Daily Chem Tester | Request proposal for daily testing of pool chemical levels. Attorney to review proposal once received. For inclusion in October Board package. This should be received by 10/9/2020. 10/13/2020 - emailed David again, as the proposal has not been received. Pending response. 11/17 - Board approved proposal. Submitted to Aquarius 11/30. | Completed - Pending installation. | 10/15/2020 | Jessica Flicker |
| 11 | 8/25/2020 | BOD | Landscape Contract | Management to request 3 proposals for landscape contract based on "option 2" of villa park's request for 2021. The Board will most likely not change landscapers, they just want to make sure the pricing is competitive. Requested, waiting on proposals. Jessica Flicker will be obtaining these proposals, Jessica Lee did not get them in final week. | Completed. Board selected Harvest Landscape on 11/17/2020 | 10/15/2020 | Jessica Flicker |
| 12 | 8/25/2020 | BOD | Roofing Preventative Maintenance Proposals | Management to follow up on Roof PMs, BOD advises they DO want one from Antis. Requested, will present at September Board meeting (requested from Antis, Sanchez and Absolute). One vendor - AOC/ADCO provided proposal, however that proposal included gutter cleaning, which is not an association responsibility. Received revised proposal from ADCO, others due by 10/9/2020. | Complete. Board to review proposals at 11/17/2020 meeting. | 10/15/2020 | Jessica Flicker |
| 13 | 8/27/2020 | BOD | Board Membership | Board member Mark just resigned. Manager to post a notification in TownSq for candidates. Board has inferred that this will wait until the election. | Complete | 8/28/2020 | |
| 14 | 8/27/2020 | Jess Modica | Light photocell replacement on "streetlight" | Three Phase electric 414## invoice. Jessica to confirm which light they repaired. Three phase confirms this was a street light. Management to address with the executive team. Team will talk to Three Phase about work done on a SDGE Light. | Completed. Refund issued to HOA from Associa. | 10/15/2020 | Katy Howe |
| 15 | 9/22/2020 | Management | Wood Replacement Project | Jessica Flicker and Board and Justin from Ross Construction to Walk wood replacement project | Complete | 9/28/2020 | Jessica Flicker |
| 16 | 9/28/2020 | Board Directive | Wood Replacement Project | Check the Accurate Termite Report for whether or not the pool trellis is included in the reports/warranty. | Complete - it is not included | 10/2/2020 | Jessica Flicker |
| 17 | 9/28/2020 | Board Directive | Accurate Termite Contract | Send the main contact for Accurate Termite to Justin from Ross Construction. | Complete - Emailed 9/29/2020 | 10/2/2020 | Jessica Flicker |
| 18 | 9/28/2020 | Board Directive | Roofing Repair Follow-up | Check on 25 Pepperwood, there is still a piece of plastic tarp from a previous roof repair still up. Probably from Antis. | Completed 10/30/2020. | 10/2/2020 | Katarina Fajardo |
| 19 | 9/28/2020 | Board Directive | Pool Gates/Closure | Gate is broken into the pool equipment area, check the combination lock at the front of the pool, it does not work. Can fobs to pool be shut off (not to other parts of the community)? If not, please chain lock the pool gate. Back pool gates not locked/latching either. Aquarius still needs to put "Pool Closed" signs on front gate, Tom has been asking since last Monday 9/21. 10/12/2020 - per Spectrum they will be out on 10/13 to install cable locks on front and back gates. | Completed. Cable locks installed on front and back gates. Combination is 7713 and the keys are also in the lockbox. | 10/2/2020 | Jessica Flicker |

| | | | | | | | |
|----|-----------|-----------------|--|--|--|-----------|--|
| 20 | 9/28/2020 | Board Directive | Towing Company Question | Patrol company may be using a new towing company (iTow?). Find out who they're using, as the signs in the community point to a different towing company. Patrol Masters to put up new signs by 10/09/2020. 10/19/2020 - received confirmation that the correct signage with iTow information is posted in the community. | Completed. | 10/5/2020 | Katarina Fajardo |
| 21 | 9/28/2020 | Board Directive | Pool Testing Bid | In the bid for new daily pool testing equipment, there's a note about "calling Cyril" about the bid. Cyril is a troublemaking homeowner who should have no connection to this. Please have vendor remove any references to Cyril from bid. | Completed. | 10/2/2020 | Jessica Flicker |
| 22 | 9/28/2020 | Board Directive | 61 Primrose - Fencing Issue | Javat (owner at 61 Primrose) – call him today, there is a problem with his fences and he has been trying to reach out and explain for 2.5 years (according to his niece Roya). Katy received message from Roya on 10/18/2020 that work was done on one of two gates. Katy forwarded this note to Jessica, Katy added new action item with fire gate. | Completed. Spectrum completed repairs and gave their phone number to the niece if she had any questions. | 10/1/2020 | Jessica Flicker |
| 23 | 9/28/2020 | Board Directive | ADCO Bid Revision | ADCO bid needs to have gutter cleaning removed from the roof preventative maintenance bid, as this is a homeowner responsibility item. | Complete. Revised proposal received. | 10/2/2020 | Jessica Flicker |
| 24 | 9/28/2020 | Board Directive | Backflow Inspections | Check into timing of backflow inspections, they should be due and added to action list. | Completed | 10/5/2020 | Jessica Flicker, then Katarina Fajardo |
| 25 | 9/28/2020 | Board Directive | Cleaning Company Service Level Reduced | Please ensure cleaning company knows to change service from daily to weekly. The billing should show that as well. There were a couple mentions of residents witnessing incomplete servicing of restrooms at pool. 10/6/2020 - they are on site 3 days per week, in accordance with the contract. | Complete. Emailed Personal Touch 10/6/2020 | 10/2/2020 | Jessica Flicker |
| 26 | 9/28/2020 | Board Directive | Roofing Inspection @ 41 Willowood | Bee removal at 41 Willowood included a roof repair (to get into the area with the honeycomb). Board requests that we schedule an inspection of the repair by an actual roofer. There is a 24 month warranty that bees don't reestablish, but Board more concerned about integrity of roof and roof leaks. | Completed | 10/2/2020 | Katarina Fajardo |
| 27 | 9/28/2020 | Board Directive | Accounting Question | How do they make tax payments (Quarterly? All at once?). Payments are made all at once. | Complete. It is made all at once. | 10/5/2020 | Jessica Flicker |
| 28 | 9/28/2020 | Board Directive | Management Directive | When coding invoices, please make sure the comment field includes both the address work was performed and the nature of the work. | Noted. | Ongoing | Jessica Flicker |
| 29 | 9/28/2020 | Board Directive | Management Directive | When coding invoices, please code repairs on homes to 6515 and code common area repairs to 6600. | Noted. | Ongoing | Jessica Flicker |
| 30 | 9/28/2020 | Board Directive | Reserve Contributions | Need to work with accounting to review all reserve funding contributions, have they all been done. There are contribution payments/invoices for July-December. Katy has requested re-input of January - June's contributions. | Completed | 10/2/2020 | Katy Howe |

| | | | | | | | |
|----|-----------|-----------------|------------------------------|--|---|------------|------------------|
| 31 | 9/28/2020 | Board Directive | Landscaping Proposal | Talk to Villa Park about the options for plantings on item that was on the agenda. Per board president, association is holding off on planting until new landscape vendor is selected. Jessica to put this up on TownSq. 10/6/2020 - update posted to TownSq regarding this matter being in process. | Completed | 10/2/2020 | Jessica Flicker |
| 32 | 9/28/2020 | Board Directive | Delinquency Policy | Submit approved delinquency policy to Stephanie Raymond. | Complete. Emailed to Stephanie 10/1/2020 | 10/2/2020 | Jessica Flicker |
| 33 | 9/28/2020 | Board Directive | Reserve Study | Selected ARS for Reserve Study – on-site study...have board member sign and please submit approval to ARS ASAP. 10/6/2020 - Board agreed to update without site visit. In process of sending information to ARS to complete the study. 10/14/2020 - worksheet received from ARS. Emailed completed worksheet, August financials, and 2020 study to ARS on 10/14/2020. | Completed. Draft study received 10/30/2020. | 10/2/2020 | Jessica Flicker |
| 34 | 9/28/2020 | Board Directive | Landscape Contract | Talk to Villa Park regarding getting the MSDS sheets on chemicals used in landscaping. | Complete. Information received 10/1 | 10/5/2020 | Katarina Fajardo |
| 35 | 9/28/2020 | Board Treasurer | Accounting Question | Find out why there was a \$100 in pool fees collected from Account 228-9285; this is not typical. Homeowner paid \$100 for a new pool key in August. | Complete, it was for a new pool key. | 10/5/2020 | Katy Howe |
| 36 | 9/28/2020 | Board Treasurer | Emergency Roof Repair Vendor | Going forward, talk to Antis about being set up again as one of the wintertime emergency response vendors. Set up a timing agreement? | In process - Meeting with Aaron Antis had to be rescheduled | 10/15/2020 | Jessica Flicker |
| 37 | 9/28/2020 | Board Treasurer | Budget | Budget: Run Income and Expense Projection Report for August. 10/19/2020 - emailed to Jess and Board. | Completed 10/19/2020 | 10/15/2020 | Jessica Flicker |
| 38 | 9/28/2020 | Board Treasurer | Budget | Budget: Run 2019 Full Year Monthly Expense. 10/19/2020 - emailed to Jess and Board. | Completed 10/19/2020 | 10/15/2020 | Jessica Flicker |
| 39 | 9/28/2020 | Board Treasurer | Budget | Budget: Run Trailing 2020-2019 Monthly Expenses (September 2019 – August 2020). 10/19/2020 - emailed to Jess and Board. | Completed 10/19/2020 | 10/15/2020 | Jessica Flicker |
| 40 | 9/28/2020 | Board Treasurer | Budget | Budget: Send Budget with Notes Version. 10/19/2020 - emailed to Jess and Board. | Completed 10/19/2020 | 10/15/2020 | Jessica Flicker |
| 41 | 9/28/2020 | Board Treasurer | Budget | Budget: Send Month by Month Budget. 10/19/2020 - emailed to Jess and Board. | Completed 10/19/2020 | 10/15/2020 | Jessica Flicker |
| 42 | 9/28/2020 | Board Treasurer | Budget | Budget: Given first glance at Jessica Lee's numbers – review gas utility numbers, water supply numbers, janitorial service numbers (daily service next summer), pool management (daily testing next summer), remove street sweeping, 6530/5060 – amortize principal and interest for pipe loan payback, 6702 pool chemicals (they purchased a lot in 2019, barely any in 2020, perhaps somewhere in between for 2021). | Completed 11/03/2020 | 10/15/2020 | Jessica Flicker |

| | | | | | | | |
|----|-----------|-----------------|---------------------------------|---|---|------------|------------------|
| 43 | 9/28/2020 | Board Treasurer | Budget | Budget: Clean up all roofing repairs, put in roofing 6725. | Completed 11/03/2020 | 10/15/2020 | Jessica Flicker |
| 44 | 9/28/2020 | Board Treasurer | Budget | Budget: GL 7095 – double check the patrol expense. | Noted. GL for Patrol will be added in draft budget | 10/15/2020 | Jessica Flicker |
| 45 | 9/28/2020 | Homeowner | Committee Participation | Sarah at 11 Pepperwood, interested in Committees and noted that she observed the janitorial service visiting the pool without really doing any cleaning. | Complete. Emailed homeowner 10/6/2020, as she also volunteered to serve as the inspector of elections | 10/1/2020 | Jessica Flicker |
| 47 | 9/28/2020 | Homeowner | Upload Documents | (former board member) Mark Walther, 33 Pepperwood; please provide the minutes from July/August and financials (minus delinquency report) from July/August. | Completed. Emailed 9/30/2020. | 10/2/2020 | Katarina Fajardo |
| 48 | 9/28/2020 | Homeowner | Shephard's Hook Fencing at Pool | Mark Walther, noted the shepherd's hook fencing at the pool has been cut in half and does not work? Issue work order to the pool company to inspect and replace if needed. | Completed per vendor as of 10/13/2020. Photos submitted of replaced hook. | 10/15/2020 | Katarina Fajardo |
| 49 | 9/28/2020 | Homeowner | Incomplete WO @ 84 Willowood | Elissa Spiegel, 84 Willowood, what is the status of her Work Order (with JGB), she has not heard anything. JGB cannot perform any roof work. Antis sent in October. Board to review proposal at 11/5 meeting. | Completed. | 11/30/2020 | Katarina Fajardo |
| 50 | 9/28/2020 | Homeowner | Damaged Plants @ Pool | Elissa Spiegel, noted that the metal repainting around the pool also got paint all over the plants behind the pool. That needs to be cleaned up. | Completed | 10/1/2020 | Jessica Flicker |
| 51 | 9/28/2020 | Homeowner | Tree Trimming 18 Primrose | Kathy at 18 Primrose, her trees were due to be trimmed, several of them did not get trimmed the way they should have. Great Scott, tree trimming vendor, will probably need to do another visit at this property. | Completed. | 9/29/2020 | Jessica Flicker |
| 52 | 9/28/2020 | Homeowner | Vendor Question for 84 Primrose | Patty at 84 Primrose (and her husband/partner James Brewer) noted that they were looking for contractor license numbers for both QuickTime Pool & Spa (previous vendor) and Blue Balance (most recent pool vendor). He complained that in the independent testing that he ordered (!) showed that there was anywhere between 3000-3600 TDS (total dissolved solids) in the pool water, he feels that the pool water should be drained and replaced, either partially or wholly. | Completed 10/6 | 10/7/2020 | Jessica Flicker |
| 53 | 9/28/2020 | Homeowner | FHA Question for 46 Primrose | Mike Safavi of 46 Primrose, had comments about the FTB and FHA status. Asked whether or not Associa-PCM would pay homeowners for the loss of FHA status...I said no. 10/8/2020 - updated Mr. Safavi as to the status of the FTB and FHA reinstatements. | Completed | 10/7/2020 | Jessica Flicker |

| | | | | | | | |
|----|------------|-----------------|---|---|---|------------|-----------------|
| 54 | 9/25/2020 | Board | Tree Trimming | The Board is concerned that the trees that were scheduled to be trimmed in 2020 have not been completed and the trees that were trimmed were not done so adequately. Management to schedule a site walk with Great Scott Tree Service to look at the trees and come up with a plan. 10/13/2020 - site visit with arborist, management, and Board in process. 10/15/2020 - scheduled to walk community with arborist and Board on 10/21/2020. Walk conducted on 10/20 Board will approve invoice. Great Scott will submit a proposal for some additional trimmings and removals. | Completed | 10/1/2020 | Jessica Flicker |
| 55 | 9/25/2020 | Board | Termite Treatment Warranty | The Board wants a fully executed copy of the termite treatment warranty with Accurate on file. We do not have a fully executed copy, so Management will have the Board sign the warranty, and send it to Accurate, so that both parties have the fully executed agreement on file. | In process - sent to Jess via DocuSign 2/1/2021 | | Jessica Flicker |
| 56 | 9/28/2020 | Board President | 69 Willowood - Bush Removal | There is a bush/tree at 69 Willowood that needs to be removed as it attracts bees and the homeowner has a life threatening allergy. Management to ask Villa Park Landscape for a proposal to remove the bush/ tree. 10/7/2020 - tree has been removed. Pending removal of flowers and installation of sod. | Completed | 10/2/2020 | Jessica Flicker |
| 57 | 9/25/2020 | Board | Bank Signature Card Update | Management to get Jess and Tom to sign updated signature cards and submit to PRO Bank. 10/13/2020 - Board completed their portion of the signature card. | Completed | 10/9/2020 | Jessica Flicker |
| 58 | 9/28/2020 | Homeowner | 55 Willowood - Water Bill Reimbursement | The homeowner submitted a request for reimbursement for over use of water bills as a result of an association responsibility plumbing leak. The Board approved the reimbursement at the May 21, 2020 meeting, but the check request was never submitted. Management to submit the check request go get the homeowner reimbursed. | Completed. | 10/9/2020 | Jessica Flicker |
| 59 | 9/24/2020 | BOD | WQMP Compliance | The WQMP was submitted late, and resulted in a payment penalty. Per the Collection Firm, a total of \$115.37 is owed (interest compounds daily). If we can get a check in the mail by 10/6, we won't owe any more. Management to submit a check request ASAP. | Completed. Paid via credit card 10/12/2020. | 10/6/2020 | Jessica Flicker |
| 60 | 10/5/2020 | Homeowner | 78 Primrose - Roof Inspection, Chimney Flue | JGB rescheduled for 10/6/20 for chimney flue inspections and to address the hanging structure plate. Received JGB proposal 10/6/20. Additional RFP with Antis Roofing - pending proposal 10/7/20. | Completed. Antis given approval 11/11 | 10/6/2020 | Adam Boulter |
| 61 | 10/16/2020 | Homeowner | 81 Primrose | Spectrum Service work order to inspect and repair wood post rot on front fence. Pending scheduled date. // Update: 10/20/20 Spectrum will be scheduling with the homeowner this week for repairs. // Update: 10/26/20 Spectrum sent proposal, pending approval | Completed - Approval given to Spectrum 11/11 | 10/16/2020 | Adam Boulter |

| | | | | | | | |
|----|------------|-----------|---|---|-------------------------|------------|-----------------|
| 62 | 10/19/2020 | Homeowner | 61 Primrose | Homeowner representative Roya noted that front gate was repaired, asked for when the back fire gate would be fixed? Katy forwarded email to Jessica Flicker, who is working with Katarina to connect with Spectrum (vendor). Katy emailed Roya back on 10/19/2020 to let her know that this was being confirmed with the vendor. 10/19/2020 - vendor and Roya spoke, Roya was not aware that the repairs were completed. Spectrum provided Roya with their phone number for her to call if she had any other questions. | Completed 10/19/2020 | 10/19/2020 | Jessica Flicker |
| 63 | 10/20/2020 | Homeowner | 44 Primrose | Michael and he wanted to express his concern with the landscaping vendor not addressing the hedges and tree that were planted. He was also wondering if there might be a way to get that area to look like everyone else's so that it is easier to maintain. He stated the hedges sometimes make it hard to open car doors and the leaves/nuts that the tree drops are everywhere. 10/20/2020 - Management will review with the Board and the landscapers during the next site visit. 11/3 - Villa Park will submit proposal for Board to review at November meeting. | Completed | 11/15/2020 | Jessica Flicker |
| 64 | 11/5/2020 | Board | Landscape Contract | Management to invite Harvest Landscape and Brightview and Brightview Landscape to attend the November 17th Executive Session meeting to present their proposals. | Completed 11/9 | 11/11/2020 | Jessica Flicker |
| 65 | 11/5/2020 | Board | Landscape Enhancement Proposals | Management to send the approvals/ denials for the landscape enhancement proposals to Villa Park for the 9 proposals submitted. | Completed 11/9 | 11/20/2020 | Jessica Flicker |
| 66 | 11/5/2020 | Board | Draft Reserve Study | Management to work with Jess for the proposed changes to the reserve study. 11/13 - call with Jess and Tom to work through the remaining life on several items. Management submitted changes to reserve analyst and requested revised study by EOD 11/17. | Completed | 11/20/2020 | Jessica Flicker |
| 67 | 11/5/2020 | Board | Preventative Roof Maintenance Proposals | Management to request proposals from Superior Roofing and Roofing Standards for the preventative roof maintenance of the community. 11/10 - requests for proposals sent. | Completed | 11/11/2020 | Jessica Flicker |
| 68 | 11/5/2020 | Board | Plumbing Repair Proposals | Management to send approval to James LeCourt Plumbing for the following plumbing repairs: 81 Primrose - \$5,575.00; 97 Willowood - \$2,650.00; 79 Willowood - \$3,250.00. | Completed 11/11 | 11/11/2020 | Jessica Flicker |
| 69 | 11/5/2020 | Board | Roof Repair Proposals | Management to send approval to Antis Roofing for the following roof repairs: 29 Pepperwood - water testing - \$495.00.; 27 Pepperwood - Shingle & Fascia Replacement - \$2,742.00; 78 Primrose - Shingle, Membrane and Spar Arrester Replacements - \$4,631.00 | Completed 11/11 | 11/11/2020 | Jessica Flicker |
| 70 | 11/5/2020 | Board | 145-5052 - Fee Waiver Request | Management to send a letter to 145-5052 to let them know that the Board has approved the waiver of the \$30.00 return check fee as it was an error on behalf of management that the check was returned. Management to ensure that the Association is credited for the \$30.00 waiver too. | Completed 11/20/2020 | 11/20/2020 | Jessica Flicker |
| 71 | 11/5/2020 | Board | Tree Trimming and Removal Proposal | Management to send approval to Great Scott Tree Service for the tree trimming for building clearance and four (4) tree removals at a total cost of \$3,355.00 | Completed 11/11 | 11/11/2020 | Jessica Flicker |

| | | | | | | | |
|----|------------|-------|---------------------------------|--|--|------------|-----------------|
| 72 | 11/5/2020 | Board | Gate/ Fence Repair Proposals | Management to send approval to Spectrum Property Services for the following gate/ fence repair proposals: 81 Primrose - Front Post & Gate Repair - \$1,848.00; 45 Pepperwood - Front Gate & Rear Stucco Repair - \$889.00; 51 Pepperwood - Front Fence & Rear Gate Repair - \$1,794.00; 19 Primrose - Rear Fence Repairs - \$1,623.00; 19 Primrose - Front Fence/ Siding Repairs - \$430.00. | Completed 11/11 | 11/11/2020 | Jessica Flicker |
| 73 | 11/5/2020 | Board | Committees | Management to include draft committee charters in the next Board packet for the Board to review and approve before committee formations. 11/16 - included in packet for review. | Completed 11/11 | 11/13/2020 | Jessica Flicker |
| 74 | 11/15/2020 | Board | Re-Pipe Loan | Management to obtain proposals to re-finance the re-pipe loan for the Board to review at the January meeting. | Per Board, the rates are not low enough to consider changing right now. Completed. | 1/27/2021 | Jessica Flicker |
| 75 | 11/17/2020 | Board | Landscape Maintenance Contracts | Management to send a termination letter to Villa Park Landscape with their last day of service to be December 31, 2020, and to request that they still plan to attend the landscape walk on December 1, 2020, so that all outstanding items can be addressed. | Completed 11/20/2020 | 11/30/2020 | Jessica Flicker |
| 76 | 11/17/2020 | Board | Landscape Maintenance Contracts | Management to send approval to Harvest Landscape for monthly landscape maintenance services to begin on January 1, 2021 at a total cost of \$12,470.40 which includes a \$10,000.00 planting credit, mulch installation throughout the community two (2) times per year and scalping and overseeding included for the first year. | Completed 11/23/2020 | 11/30/2020 | Jessica Flicker |
| 77 | 11/17/2020 | Board | Landscape Maintenance Contracts | Management to notify Brightview that the Board appreciated them attending the meeting, and advising them that the Board selected another landscape maintenance company for the community, but that their proposal will be kept on file for future reference. | Completed 11/18/2020 | 11/30/2020 | Jessica Flicker |
| 78 | 11/17/2020 | Board | Landscape Committee | Management to post the approved landscape committee charter to TownSq, and to ask for homeowner volunteers who may be interested in serving on the committee. Management to include that the Board will look to appoint committee members at the January 2021 meeting. | Completed 12/7/2020 | 11/30/2020 | Jessica Flicker |
| 79 | 11/17/2020 | Board | Committees | Management to prepare draft charters for the Wood Trim Replacement & Painting Project Committee and Communications Committee for the Board to review at the December meeting. | Completed 12/7/2020 | 12/4/2020 | Jessica Flicker |
| 80 | 11/17/2020 | Board | 2021 Budget | Management to prepare the 2021 budget for mailing to include the 5% increase in dues. | Completed 11/23/2020 | 11/30/2020 | Jessica Flicker |

| | | | | | | | |
|----|------------|-------|--|--|---|------------|-----------------|
| 81 | 11/17/2020 | Board | Preventative Roof Maintenance | Management to contact Joe with Superior Roofing to request that he sharpen his pencil with his proposal. Provided that the proposal is less than \$30,000.00, management to send approval to Superior Roofing for the preventative roof maintenance throughout the community. 11/18/2020 - called Joe, he said he would get a revised proposal to us. 11/20/2020 - revised proposal came in at \$29,800.00. Approval sent to Joe. 12/1/2020 - followed up with Superior regarding scheduling the work to be completed. | Completed 11/20/2020 | 11/20/2020 | Jessica Flicker |
| 82 | 11/17/2020 | Board | Preventative Roof Maintenance | Management to notify Adco and Antis that the Board has selected another vendor to perform the preventative roof maintenance for this year, however their proposals will be kept on file for future reference. | Completed 11/20/2020 | 11/30/2020 | Jessica Flicker |
| 83 | 11/17/2020 | Board | Interior Repair Proposal | Management to send approval to JGB to complete the interior repairs at 4 Willowood at a total cost not to exceed \$1,361.49. | Completed 11/17/2020 | 11/20/2020 | Jessica Flicker |
| 84 | 11/17/2020 | Board | Automated Chemical Controller & Log Installation | Management to request that Aquarius provide the warranty and contractor license information for their company. Management to then send approval to Aquarius to complete the installation of the automated chemical controller & log for the pool and spa at a total cost not to exceed \$5,166.00. 11/18/2020 - emailed to request information. 3 year warranty confirmed and contractor license information pending. | Completed. Approval sent 11/20/2020 | 11/30/2020 | Jessica Flicker |
| 85 | 12/15/2020 | Board | Delinquency Report | Management to look into acct. #145-5735 and find out why there is \$0.04 as an account balance. | Completed 12/18/2020 | 12/30/2020 | Jessica Flicker |
| 86 | 12/15/2020 | Board | Reserve Study | Management to post the full reserve study to TownSq. | Completed 12/17/2020 | 12/17/2020 | Jessica Flicker |
| 87 | 12/15/2020 | Board | Pool Maintenance | Management to request proposals for pool maintenance for the community and notify the Board of the names of the companies who will be bidding. | Will be completed by new mgmt. company. | 12/30/2020 | Jessica Flicker |
| 88 | 12/15/2020 | Board | Preventative Roof Maintenance | Management to find out the maintenance schedule for the roof PM from Superior Roofing. | Completed 12/17/2020 | 12/30/2020 | Jessica Flicker |
| 89 | 12/15/2020 | Board | Work Order - Painting Repairs - 13 Pepperwood | Management to send a work order to AOC to request that they paint the siding near the roof at 13 Pepperwood at a total cost not to exceed \$150.00 without further approval, that came off as a result of a tarp that the roofers had placed on the building. 12/18/2020 - work order sent. | Completed | 12/30/2020 | Jessica Flicker |
| 90 | 12/15/2020 | Board | Due To/ Due From | Management to let the Board know how much is left in the due to/ due from once the large transfer goes through. 12/16/2020 - there is still a balance of \$58,697.98. | Completed 12/16/2020 | 12/16/2020 | Jessica Flicker |
| 91 | 12/15/2020 | Board | Due To/ Due From | Management to transfer as much as possible to reduce the due to/ due from amount, and then have the rest written off so that the 2021 budget is clean. | Completed 12/30/2020 | 12/30/2020 | Jessica Flicker |
| 92 | 12/15/2020 | Board | Election | Management to find out how many ballots have been returned so far. 12/17/2020 - there have been 9 ballots returned to date. | Completed | 12/17/2020 | Jessica Flicker |

| | | | | | | | |
|-----|------------|---------------------|---|---|---|------------|-----------------|
| 93 | 12/15/2020 | Board | Election | Management to check in the Bylaws and election rules to see if write in candidates are permitted. 12/18/2020 - per the election rules and the bylaws, it has always been a requirement that an owner be on record for the community. Additionally, write-in candidates are not permitted. | Completed 12/18/2020 | 12/18/2020 | Jessica Flicker |
| 94 | 12/15/2020 | Board | October Management Invoice | Management to send the October management fee extras invoice to the Board for review | Completed 12/18/2020 | 12/18/2020 | Jessica Flicker |
| 95 | 12/15/2020 | Board | Mark Walther - Budget Questions | Management to prepare a response to Mark Walther's budget questions. | Completed 1/14/2021 | 1/14/2021 | Jessica Flicker |
| 96 | 12/15/2020 | Homeowner | Work Order - Fence Repairs - 29 Pepperwood | Management to look into the status of the fence repairs for 29 Pepperwood. If necessary, management to re-issue a work order to Spectrum to have it inspected and a proposal to be prepared. 12/18/2020 - emailed Spectrum for a status update on the proposal preparation for these repairs. | In process | 12/30/2020 | Jessica Flicker |
| 97 | 12/15/2020 | Homeowner | Work Order - Roof Repairs - 29 Pepperwood | Management to send a work order to Superior Roofing to have the roof inspected at 29 Pepperwood. 12/18/2020 - work order sent. | Completed | 12/30/2020 | Jessica Flicker |
| 98 | 12/15/2020 | Homeowner | Work Order - Roof - 41 Primrose | Management to send a work order to Superior Roofing to have the roof at 41 Primrose inspected. 12/18/2020 - work order sent. | Completed. | 12/30/2020 | Jessica Flicker |
| 99 | 12/15/2020 | Board | 65 Pepperwood - Build Back Interior Repairs | Management to obtain a proposal from Service First Restoration for the build back interior repairs at 65 Pepperwood. If the cost is less than \$2,634.32, then management to approve the proposal. Otherwise, management to approve the proposal from JGB, minus the flooring and base board replacement, at a total cost not to exceed \$2,634.32. 12/18/2020 - work order sent. | Completed 12/30/2020 | 12/30/2020 | Jessica Flicker |
| 100 | 12/15/2020 | Board | Investment Options | Management to obtain investment options from other financial institutions (currently with Morgan Stanley) and present to the Board at the January meeting. 1/14/2021 - a broker from Morgan Stanley will be present at the meeting to discuss the account and options. | Will be completed by new mgmt. company. | 12/30/2020 | Jessica Flicker |
| 101 | 12/15/2020 | Board | No Parking Signs | Management to obtain the total number of "no parking" signs that need to be replaced throughout the community. | Will be completed by new mgmt. company. | 12/30/2020 | Jessica Flicker |
| 102 | 12/15/2020 | Board | No Parking Signs | Management to obtain a proposal to have the 12" x 18" signs replaced (including labor) | Will be completed by new mgmt. company. | 12/30/2020 | Jessica Flicker |
| 103 | 12/15/2020 | Board | Insurance | Management to start requesting insurance renewal information in advance of the March 31st renewal date. | Will be completed by new mgmt. company. | 12/30/2020 | Jessica Flicker |
| 104 | 1/14/2021 | City of Aliso Viejo | WQMP Compliance | Management to complete and submit the 2021 WQMP forms and check. 1/15/2021 - form submitted and confirmation received from the city. Check request also submitted. | Completed 1/14/2021 | 2/26/2021 | Jessica Flicker |

| | | | | | | | |
|-----|-----------|-------|--------------------------------|---|------------|-----------|------------------|
| 105 | 1/14/2021 | Board | Financials | Management to let Jess know about how much money we are expecting to come into the operating account between now and the end of the month. | Completed | 1/18/2021 | Jessica Flicker |
| 106 | 1/14/2021 | Board | Reserve Contributions - 2020 | Management to verify that there were no extra contributions made for 2020, as the Operating account was significantly lower than what was originally planned. | Completed | 1/18/2021 | Jessica Flicker |
| 107 | 1/14/2021 | Board | US Mail Posting on TownSq | Management to update the posting on TownSq regarding the mail that is being returned, as homeowners should not be encouraged to sign up for TownSq due to the upcoming management transition. | Completed | 1/14/2021 | Jessica Flicker |
| 108 | 1/14/2021 | Board | Wood Trim Project | Management to check with Ross Construction to find out a range of the proposals that have come in for the project so far, and then provide that information to the Board. | Completed | 1/14/2021 | Jessica Flicker |
| 109 | 1/27/2021 | Board | Hearings | Management to send the following hearing results letters: 71 Pepperwood - Extension granted until 2/28/2021; 67 Primrose - \$250.00 fine and hearing recall; 17 Willowood - \$250.00 fine and hearing recall | Completed | 2/4/2021 | Jessica Flicker |
| 110 | 1/27/2021 | Board | Patrol - Safelist Report | Management to remove the permanent safelist for 81 Willowood, and to look into the other permanent safelists on the report. | Completed | 2/3/2021 | Jessica Flicker |
| 111 | 1/27/2021 | Board | Delinquencies | Management to waive the \$250.00 late fee for acct. #221-1910 | Completed | 2/3/2021 | Jessica Flicker |
| 112 | 1/27/2021 | Board | Payment Plan Request | Management to send a Board response to Acct. #145-5463 letting them know that the Board denied their request, as it would take around 30 years for the account to become current based on their payment plan request. | Completed | 2/3/2021 | Jessica Flicker |
| 113 | 1/27/2021 | Board | Morgan Stanley - CDs | The Board will be working with their new management company and their attorney to determine how best to proceed with the CD accounts. | Noted. | | Board |
| 114 | 1/27/2021 | Board | Wood Trim Project | Management to notify Ross Construction that the Board would like to see the scinario for the following items: top cap/ wall cap; full prime + 1 coat; 2 full coats; caulking metal components as needed on chimney caps where the metal meets the wood. Ross Construction to also ask the vendors for references. | Completed | 2/3/2021 | Jessica Flicker |
| 115 | 1/27/2021 | Board | November & December Financials | Management to find out why GL 6025 had voids and re-issues for the water bills; management to look into why the prior year loss is so high. | In process | | Jessica Flicker |
| 116 | 1/27/2021 | Board | Tree Trimming | Management to pull the contract and minutes for the tree trimming with Great Scott, and send to the Board for review. | Completed | 2/3/2021 | Jessica Flicker |
| 117 | 1/27/2021 | Board | Concrete Grinding/ Replacement | Management to request that Concrete Hazard Solutions provide proposals for the concrete repairs at 88 and 68 Willowood, as those should not wait for the community wide project. | Completed | 2/3/2021 | Jessica Flicker |
| 118 | 1/27/2021 | Board | Plumbing Repair Proposals | Management to send approval to James LeCourt plumbing for the following plumbing repairs: 17 Willowood - \$7,825.00 | Completed | 2/1/2021 | Katarina Fajardo |
| 119 | 1/27/2021 | Board | Roof Repair Proposals | Management to send approval to Superior Roofing for the following roof repairs: 41 Primrose - \$3,100.00. | Completed | 2/1/2021 | Katarina Fajardo |

| | | | | | | | |
|-----|-----------|-------|--------------------------------|--|---|-----------|-----------------|
| 120 | 1/27/2021 | Board | 53 Primrose | Management to send a work order to Service First Restoration to have them check the livingroom wall at 53 Primrose to detect moisture and to advise as to what may have caused the crack. | Completed | 2/1/2021 | Jessica Flicker |
| 121 | 1/27/2021 | Board | 51 Primrose | Management to notify the homeowner that we will need to access their backyard to inspect the patio slab that was replaced. 2/11/2021 - Management has sent a letter to the homeowner, letting them know that we will need to access their backyard to check the patio slab. Additionally, we have requested that they submit an architectural application. | In process. | | Jessica Flicker |
| 122 | 1/27/2021 | Board | Pool Lights - Work Order | Management to send a work order to the pool company to let them know that the light in the deep end of the pool is out. | Completed | 2/3/2021 | Jessica Flicker |
| 123 | 2/23/2021 | Board | Legal | Management to review correspondence from legal counsel regarding the rental restrictions and governing document re-writes that may be needed regarding this bill. | Completed - no emails found. | 2/26/2021 | Jessica Flicker |
| 124 | 2/23/2021 | Board | Hearings | Management to send the following hearing results letters: 67 Primrose - \$500.00 fine and hearing recall; 17 Willowood - No fine assessed, but the trellis is not approved and must be removed. | Unable to assess fines due to transition. | 2/26/2021 | Jessica Flicker |
| 125 | 2/23/2021 | Board | Delinquencies | Management to send a Board response to Acct. #145-5463 letting them know that the Board approved their payment plan request to pay an additional \$200.00 per month in addition to the monthly assessment, with no other penalties being accrued. However, if they default on the payment plan or are late in paying their regular assessments, then the payment plan will be void, and a lien will be placed on their account and further collection efforts will be taken. | Completed | 2/26/2021 | Jessica Flicker |
| 126 | 2/23/2021 | Board | Delinquencies | Management to send a Board response to Acct. #145-5256 letting them know that the Board approved to waive the soft costs that were assessed to their account, but the hard costs will not be waived as those were billed to and paid for by the Association. | Completed | 2/26/2021 | Jessica Flicker |
| 127 | 2/23/2021 | Board | Committees | Management to note the following committee appointments: Landscape - Elissa Spiegel, Kathy Garrett, and Tom James. Newsletter/ Communication - Elissa Spiegel, Mark Walther | Completed | 2/26/2021 | Jessica Flicker |
| 128 | 2/23/2021 | Board | Concrete Grinding/ Replacement | Management to send approval to Concrete Hazard Solutions for the concrete removal and replacement at 68 and 88 Willowood at a total cost of \$10,320.00 to be paid from Reserves. | Completed | 2/26/2021 | Jessica Flicker |
| 129 | 2/23/2021 | Board | Tree Removal | Management to ask Harvest to remove the large Jacaranda at 68 Willowood at a total cost not to exceed \$1,295.00. | Completed | 2/26/2021 | Jessica Flicker |
| 130 | 2/23/2021 | Board | Audit/Taxes | Management to send approval to Inouye, Shively, Klatt, & McCorvey to complete the 2020 audit and tax returns at a total cost of \$1,300.00. | Completed | 2/24/2021 | Jessica Flicker |
| 131 | 2/23/2021 | Board | Roof Repair Proposals | Management to send approval to Superior Roofing for the following roof repairs: 61 Pepperwood - \$1,650.00. Management to ask Superior Roofing to revise the proposal for 46 Willowood to break out the flat roof repairs and to caulk and foam seal the windows, and resubmit the proposal. | Completed | 2/26/2021 | Jessica Flicker |
| 132 | 2/23/2021 | Board | Interior Repair Proposal | Management to send denial to ServiceFirst Restoration for 10 Willowood as the repairs are beyond the bare walls policy. | Completed | 2/26/2021 | Jessica Flicker |

| | | | | | | | |
|-----|-----------|-------|---------------------------|--|-----------|-----------|-----------------|
| 133 | 2/23/2021 | Board | Landscape Proposals | Management to send approval to Harvest Landscape for the plant material installation at 85 Primrose at a total cost of \$280.00. | Completed | 2/26/2021 | Jessica Flicker |
| 134 | 2/23/2021 | Board | Landscape Proposals | Management to send denial to Harvest Landscape for the removal of ivy and installation of plant material at 66 Willowood. | Completed | 2/26/2021 | Jessica Flicker |
| 135 | 2/23/2021 | Board | Architectural Application | Management to send a denial to 29 Primrose for their architectural application for their fence installation, indicating that they need to provide a better detailed drawing and specify the full height of the fence once installed. | Completed | 2/26/2021 | Jessica Flicker |

**LAURELMONT COMMUNITY ASSOCIATION
CONSENT CALENDAR
April 27, 2021**

- A. **BE IT RESOLVED** that the March 30, 2021, Regular Session Minutes of the Board of Directors are approved as presented.
- B. **BE IT RESOLVED** that the March 30, 2021, Executive Session Minutes of the Board of Directors are approved as presented.
- C. **BE IT RESOLVED** that the February 4, 2021, Annual Meeting Minutes of the Membership are approved as presented.
- D. **BE IT RESOLVED** that the Financial Statements dated March 2021 are approved as presented.

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

NOTICE OF MEETING:

Upon due notice given and received, a meeting of the Board of Directors of the Laurelmont Community Association was held on Tuesday, March 30, 2021, at 7:30pm via teleconference.

PRESENT:

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

Scott Otis, Otis HOA Management
Josh Kersten, Otis HOA Management
Rayna Schonwit, Otis HOA Management

CALL TO ORDER:

Noting that a quorum was present, the Open Session of the Board of Directors was called to order at 7:30pm by President Tom James.

HOMEOWNER FORUM:

Twenty-eight (28) Homeowners joined the open forum portion of the meeting. Several Homeowners expressed a desire for transparency and communication between Management, the Board, and the Homeowners.

Mr. Otis introduced himself and provided the membership with a summary of Otis HOA Management duties and responsibilities to the Association. The Homeowners were provided instructions on how to reach all members of the Management team.

Several other Homeowners expressed their concern for the vendor selection process and how to ensure that the vendors chosen are licensed and insured.

Many Homeowners inquired about the selection process for Otis HOA Management.

Management was made aware that numerous Homeowner's were upset that their contact information was made public on Management's website. They were also upset by having received electronic statements instead of physical statements.

One Homeowner suggested the Association pay off its repipe loan.

CONSENT

CALENDAR: Mr. James motioned to approve the February 23, 2021, Regular Session Minutes, and the revised February 23, 2021, Executive Session Meeting Minutes.. Mr. Kasavan seconded, and by a vote of 5-0 the motion passed.

Ms. Sandacz motioned to move \$292,606.80 from the Association's Operating Account to Reserves. Mr. Kasavan seconded and by a vote of 5-0 the motion passed.

The Board expressed to Management concern for charges made to the Association by the previous Management company, Associa (PCM). Mr. James motioned to approve the February 2021 Financials. Mr. Walther seconded and by a vote of 5-0 the motion passed.

**UNFINISHED
BUSINESS:**

PATROLMASTERS

REPORT: Management presented PatrolMaster's monthly report to the Board. The Board expressed their displeasure with the vendor and requested that Management pull records to see if they can get a mapping on PatrolMaster's vehicles. The Board requested that it be placed on next month's agenda and that Management attempt to obtain competitive bids.

**ANIMAL PEST
MANAGEMENT**

REPORT: The Board requested that Management obtain a map of the current bait stations from Animal Pest Management. They would like to relocate or add to some areas. The Board would like APM to advise the Association of when they will be onsite to service the bait stations to confirm they are being serviced regularly.

**WOOD TRIM
REPLACEMENT &
PAINTING PROJECT:**

A Board member requested to see the contract with Mr. Justin Koch, the project manager for the wood trim replacement and painting project. The Board advised Management that they would like to table the project until they hear back from Mr. Koch regarding vendor warranties.

**NEW
BUSINESS:**

**COMMON AREA
MAINTENANCE:**

Ms. Sandacz motioned to approve Superior Roofing repairs for 46 Willowood and 82 Primrose in the amount of \$5,555.00. Mr. James seconded and by a vote of 3-2 the motion passed.

Management will follow up with Harvest for a previously requested proposal to remove the tree at 60 Willowood causing the concrete to lift. Ms. Sandacz motioned to approve option 2 of Spectrum's proposal for 17 Willowood and 69 Primrose in the amount of \$542.00 each and the proposal to do panel replacement at 60 Willowood in the amount of \$1,368.22. Mr. Kasavan seconded and by a vote of 5-0 the motion passed.

Mr. Whitfield motioned to approve remediation repairs by ServiceFirst for 53 and 55 Pepperwood in the amount not to exceed \$750.00. Mr. Walther seconded and by a vote of 5-0 the motion passed.

The Board was presented with competitive bids to repair the drywall in 15 Primrose's bathroom after plumbing repairs. Mr. James motioned to approve MG Construction's bid if they included prime and paint in the amount of \$460.00. Mr. Whitfield seconded and by a vote of 5-0 the motion passed.

FHA RENEWAL:

Management was pleased to announce that the Association has been FHA approved. The Board would now like Management to work on VA approval.

The Board would like to know what procedures are in place to ensure taxes are being filed and paid on time. Management will follow up with Associa and the auditor.

RESERVE STUDY

PROPOSAL: Ms. Sandacz motioned to approve the proposal from Advanced Reserve Solutions option 1 with 1a in the amount of \$1,350.00. Mr. James seconded and by a vote of 4-1 the motion passed.

**INSURANCE
POLICY**

RENEWAL: Ms. Sandacz motioned to approve the master insurance policy renewal proposal in the amount of \$37,030.00. Mr. Kasavan seconded, and by a vote of 5-0 the motion passed.

Ms. Sandacz motioned to approve the earthquake insurance policy renewal proposal in the amount of \$21,617.88. Mr. Kasavan seconded, and by a vote of 4-1 the motion passed.

**LANDSCAPE
MAINTENANCE
& ENHANCEMENTS:**

The Board has requested that Management ask Harvest Landscaping for the chemical safety data sheets of any herbicide they are proposing to use in the Common Area. Management will follow up with Harvest to ensure that there is no herbicide use happening currently. Management will request Harvest to advise their workers of what they are spraying if asked by a Homeowner and will require at least three days' notice before spraying so Management can properly notify all Homeowners. Management will obtain monthly reports from Harvest.

Mr. James motioned to approve a proposal for Lantana replacement at the tree wells near 15 Primrose in the amount of \$600.00. Mr. Kasavan seconded, Patrick abstained, and by a vote of 4-0 the motion passed.

Management presented the Board with a proposal in the amount of \$10,640.00 to remove the turf between 23 and 25 Primrose. Following a discussion, the item was tabled.

**POOL HEATING/
REOPENING:**

The Board discussed reopening the pool. First, they would like to have the pool vendor validate the system, check chemicals, heaters, filters, and provide documentation. Management would like to get everything under control with the pool and spa and recommends meeting with a Board member and the pool vendor, Aquarius, to go over what is needed to open the pool. Management will schedule with Director Walther and Aquarius.

**MANAGEMENT
REPORT:**

**WORK ORDERS
& SERVICE
REQUESTS:**

The Board reviewed the March Work Order Reports provided by Management.

Several Board members requested they receive weekly work order reports from Management.

ADJOURN: There being no further business to discuss, Mr. James made a motion to adjourn the meeting at 10:18PM. Mr. Whitfield seconded the motion and by a vote of 5-0 the motion to adjourn passed.

ATTEST: Respectfully submitted by Rayna Schonwit, Property Manager, Otis HOA Management.

APPROVED:

Tom James
Board President

SECRETARY CERTIFICATE

I, Desmond Kasavan, hereby certify that I am the Secretary of the Laurelmont Community Association, and do hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors meeting held on March 30, 2021, as approved by the Chairman of the meeting.

Date: _____

Desmond Kasavan, Secretary

**LAURELMONT COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
EXECUTIVE SESSION MINUTES
March 30, 2021**

**NOTICE OF
MEETING:**

Upon due notice given and received, the Executive Session meeting of the Board of Directors for the Laurelmont Community Association was held on Tuesday, March 30, 2021, at 6:00 pm via Teleconference.

ATTENDANCE:

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

Scott Otis, Otis HOA Management
Josh Kersten, Otis HOA Management
Rayna Schonwit, Otis HOA Management

**CALL TO
ORDER:**

Noting that a quorum was present, the executive session of the Board of Directors meeting was called to order by President Tom James.

**MEETING WITH
LEGAL COUNSEL:**

Mr. David Cane with Cane & Harkins LLP attended the Executive Session Meeting to present the Board with a draft Director Code of Conduct Policy. Mr. Cane explained the purpose of the policy was to protect the Association and the Board of Directors.

The Board was briefed by Mr. Cane on acceptable behaviors for Directors, especially the distribution of privileged information.

Following a discussion, Mr. James motioned to adopt the Code of Conduct with revisions. Mr. Kasavan seconded, and by a vote of 3-2 the motion passed. Mr. Walther and Mr. Whitfield voted against the motion.

**VENDOR
MEETINGS:**

Mr. Justin Koch, the project manager for the wood trim project, joined the meeting to present the Board with their options for moving forward with the project. Mr. Koch will have Pacific Western paint the pot shelf at 69 Willowood to assist the Board in deciding who they would like to choose as a vendor.

Management invited Mr. Brian Kalmenson with Kirk Miller Insurance to the meeting to answer any questions the Board may have regarding the insurance policy renewal. The Board received a briefing on Kirk Miller's

proposal, including the efforts to ensure the policy fully meets the needs of the Association.

ADJOURNMENT/

RECONVENMENT: In order to begin the Regular Session Meeting on schedule, Mr. James motioned to adjourn the Executive Session at 7:28pm. The Executive Session reconvened at 10:23pm.

**ARCHITECTURAL
CONTROL**

PROCEDURES: The Board provided direction to Management regarding architectural control procedures. Going forward, Management will present any architectural applications received to the Board at their monthly meetings.

THIRD-PARTY

CONTRACTS: The Board discussed rolling contracts and advised Management to be aware of contract renewals. Any contracts which reach the end of their term shall be reviewed by the Board prior to renewal.

HOMEOWNER

NON-COMPLIANCE:

Management updated the Board on architectural violations from 49 and 51 Primrose.

The Board advised that replacing 49 Primrose's fencing is Homeowner responsibility. Management will send a letter advising the Homeowner.

Management will follow up with Mr. David Cane regarding the drafted letter advising the Homeowner from 51 Primrose that the Board would like to enter the patio to inspect the architectural changes that were made without approval.

ADJOURN: There being no further business to come before The Board, Mr. James motioned to adjourn the meeting at 10:50pm. Mr. Walther seconded, and by a vote of 5-0 the motion passed.

ATTEST: Respectfully submitted by Rayna Schonwit, Otis HOA Management, Associate Community Manager.

APPROVED:

Tom James, Board President

SECRETARY CERTIFICATE

I, Desmond Kasavan, hereby certify that I am the Secretary of the Laurelmont Community Association, and do hereby certify under penalty of perjury that the foregoing is a true and correct copy of the Minutes of the Board of Directors meeting held on March 30, 2021 as approved by the Chairman of the meeting.

Desmond Kasavan, Secretary

Date

**LAURELMONT COMMUNITY ASSOCIATION
RECONVENED 2020 ANNUAL MEETING OF THE MEMBERSHIP
February 4, 2021**

NOTICE OF MEETING The Re-convened Annual Meeting of the HOA membership was held via Zoom.

PURPOSE OF MEETING The purpose of the meeting was to elect three (3) members to the Board of Directors for terms of two (2) years each, two (2) members to the Board of Directors for terms of one (1) year each, elect a Laurelmont Delegate to the Aliso Viejo Community Association and to vote on IRS Revenue Ruling 70-604.

CERTIFICATE OF QUORUM A Certificate of Quorum was presented by Sarah Strain of 11 Pepperwood indicating that re-convened quorum requirements of 25% and a total of 64 ballots, had been met in accordance with the Association’s duly adopted By-Laws.

CALL TO ORDER The meeting was called to order at 6:00 p.m.

DECLARATION OF MAILING The Declaration of Mailing was presented by Sarah Strain of 11 Pepperwood. The Notice of Annual Meeting, Candidacy Statements and ballots were mailed to all owners of record in accordance with the Association’s duly adopted By-Laws.

MINUTES There were no previous annual meeting minutes to review, as quorum was not achieved for the 2019 election.

CANDIDATES The following candidates listed on the ballot were introduced to the membership:
Desmond Kasavan Mark Walther Tom James
 Jessica Sandacz Patrick Whitfield

BALLOTING PROCEDURES The balloting procedures were explained by Jessica Flicker of Associa PCM.

CLOSE OF REGISTRATION Upon motion duly made and seconded, registration of members was ceased.

BALLOTING A motion was duly made and seconded to cease balloting.

RESULTS OF ELECTION Sarah Strain announced the results of the election and the following members were elected to the Board of Directors:
Two (2) Year Terms:
Jessica Sandacz (votes)
Tom James (votes)
Patrick Whitfield (votes)
One (1) Year Terms:
Mark Walther (votes)
Desmond Kasavan (votes)

IRS REVENUE RULING 70-604 The IRS Revenue Ruling 70-603 requiring the Association membership to vote to apply the Association’s surplus, if any, the next years assessment was passed.

**LAURELMONT COMMUNITY ASSOCIATION
RECONVENED 2020 ANNUAL MEETING OF THE MEMBERSHIP
February 4, 2021**

by a majority vote of the membership as follows:
46 for; 0 against; 4 abstain

WHEREAS, the Laurelmont Community Association is a California Corporation duly organized and existing under the laws of the State of California; and,

WHEREAS, the members desire that the Corporation shall act in full accordance wit the rulings and regulations of the Internal Revenue Service;

NOW, THEREFORE, the members hereby adopt the following resolution by and on behalf of the Laurelmont Community Association.

RESOLVED, that any excess of the membership income over membership expenses, for the year ended Fiscal Year End Date, 2020 as defined in IRS Regulation 1.277-1, shall be applied against the subsequent tax year member assessments, as provided by IRS Revenue Ruling 70-604.

This resolution is adopted and made part of the minutes for the meeting of 2021.

There being no further business, the meeting was adjourned at 10:30 AM.

ADJOURN

ATTEST

Name

Name

Laurelmont Community Association

Financial Statements

prepared for the Board of Directors

For the month and period ending:

March 31, 2021

Note:

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



Laurelmont Community Association

Balance Sheet
As of 03/31/21

ASSETS

CURRENT ASSETS

OPERATING FUNDS

| | | |
|----------------------|--------------|--|
| Pacific Western Bank | \$ 89,318.66 | |
| Union Bk Prior Op | 284,007.26 | |
| Due To\From Reserve | (471,304.78) | |

| | | |
|-----------------------|--|----------------|
| TOTAL OPERATING FUNDS | | \$ (97,978.86) |
|-----------------------|--|----------------|

RESERVE FUNDS

| | | |
|-----------------------|-----------------|--|
| Union Bank Prior MM | \$ 1,372,014.30 | |
| Morgan Stanley MM | 1,570,295.73 | |
| Due To\From Operating | 471,304.78 | |

| | | |
|---------------------|--|-----------------|
| TOTAL RESERVE FUNDS | | \$ 3,413,614.81 |
|---------------------|--|-----------------|

OTHER ASSETS

| | | |
|---------------------------|--------------|--|
| Accounts Receivable | \$ 27,869.80 | |
| Allowance for Bad Debt | (12,100.37) | |
| Other Prepaid Expenses | 25.55 | |
| Clearing/Suspense Account | 1,155.00 | |

| | | |
|--------------------|--|--------------|
| TOTAL OTHER ASSETS | | \$ 16,949.98 |
|--------------------|--|--------------|

| | | |
|--------------|--|-----------------|
| TOTAL ASSETS | | \$ 3,332,585.93 |
|--------------|--|-----------------|

=====

LIABILITIES & EQUITY

CURRENT LIABILITIES

| | | |
|-------------------------------|--------------|--|
| Prepaid Owner Assessments | \$ 14,628.08 | |
| Accounts Payable | 17,457.84 | |
| Delinquency Fee Payable | 1,415.00 | |
| Federal Tax Payable | 4,409.00 | |
| Franchise Tax Payable | 1,480.00 | |
| Loan - Pacific Premier Repipe | 860,908.62 | |

| | | |
|---------------------------|--|---------------|
| TOTAL CURRENT LIABILITIES | | \$ 900,298.54 |
|---------------------------|--|---------------|

RESERVES

| | | |
|-----------------|--------------|--|
| Cooling Systems | \$ 18,758.17 | |
|-----------------|--------------|--|

Laurelmont Community Association

Balance Sheet
As of 03/31/21

| | | |
|-------------------------------|-----------------|-----------------|
| Landscape | 7,781.34 | |
| Irrigation | 55,413.33 | |
| Lighting | 12,926.32 | |
| Doors | 64,338.38 | |
| Fences, Gates/Walls | 376,440.87 | |
| Gas Lines | 152,217.50 | |
| Signs | 4,853.56 | |
| Painting | 407,252.50 | |
| Pools/Spas | 84,824.13 | |
| Streets & Drives | 217,292.44 | |
| Roofs | 1,354,864.40 | |
| Mailboxes | 23,402.05 | |
| Siding/Wood Replacement | 189,534.24 | |
| Trees | 40,048.27 | |
| Termites | 33,938.57 | |
| Plumbing | 112,398.96 | |
| Taxes | (7,451.00) | |
| Contingency | 91,390.32 | |
| Reserve Interest | 52,280.04 | |
| | <hr/> | |
| TOTAL RESERVES | | \$ 3,292,504.39 |
| EQUITY | | |
| Retained Earnings | \$ (983,886.52) | |
| CURRENT YEAR NET INCOME(LOSS) | 123,669.52 | |
| | <hr/> | |
| SUBTOTAL EQUITY | | \$ (860,217.00) |
| | | <hr/> |
| TOTAL LIABILITIES & EQUITY | | \$ 3,332,585.93 |
| | | ===== |

Laurelmont Community Association

Income/Expense Statement
Period: 03/01/21 to 03/31/21

| Account | Description | Current Period | | | Year-To-Date | | | Yearly Budget |
|-----------------------------|-----------------------------|----------------|-----------|----------|--------------|------------|-------------|---------------|
| | | Actual | Budget | Variance | Actual | Budget | Variance | |
| INCOME: | | | | | | | | |
| 04010 | Assessments | 94,530.45 | 94,530.45 | .00 | 283,591.35 | 283,591.35 | .00 | 1,134,365.40 |
| 04130 | Reserve Interest | 13.41 | .00 | 13.41 | 1,110.42 | .00 | 1,110.42 | .00 |
| 04140 | Late Charges | .00 | .00 | .00 | 59.24 | .00 | 59.24 | .00 |
| 04230 | Compliance Fines | .00 | .00 | .00 | 250.00 | .00 | 250.00 | .00 |
| <hr/> | | | | | | | | |
| | Subtotal Income | 94,543.86 | 94,530.45 | 13.41 | 285,011.01 | 283,591.35 | 1,419.66 | 1,134,365.40 |
| EXPENSES | | | | | | | | |
| Utilities | | | | | | | | |
| 05020 | Electricity | .00 | 1,500.00 | 1,500.00 | 1,793.69 | 4,500.00 | 2,706.31 | 18,000.00 |
| 05030 | Gas | .00 | 541.67 | 541.67 | 16.36 | 1,625.01 | 1,608.65 | 6,500.00 |
| 05070 | Water | (88.75) | 3,098.58 | 3,187.33 | 1,579.56 | 9,295.74 | 7,716.18 | 37,183.00 |
| <hr/> | | | | | | | | |
| | Utilities | (88.75) | 5,140.25 | 5,229.00 | 3,389.61 | 15,420.75 | 12,031.14 | 61,683.00 |
| Land Maintenance | | | | | | | | |
| 05510 | Contract Landscape | 12,470.40 | 12,470.40 | .00 | 37,410.80 | 37,411.20 | .40 | 149,644.80 |
| 05550 | Landscape Extras | .00 | 416.67 | 416.67 | .00 | 1,250.01 | 1,250.01 | 5,000.00 |
| 05555 | Landscaping - Other | .00 | 448.28 | 448.28 | .00 | 1,344.84 | 1,344.84 | 5,379.35 |
| 05560 | Sprinkler Repair | .00 | 416.67 | 416.67 | .00 | 1,250.01 | 1,250.01 | 5,000.00 |
| 05850 | Tree Maintenance | .00 | 1,413.75 | 1,413.75 | .00 | 4,241.25 | 4,241.25 | 16,965.00 |
| 05950 | Back Flow Inspection | .00 | 41.67 | 41.67 | .00 | 125.01 | 125.01 | 500.00 |
| <hr/> | | | | | | | | |
| | Land Maintenance | 12,470.40 | 15,207.44 | 2,737.04 | 37,410.80 | 45,622.32 | 8,211.52 | 182,489.15 |
| Pool Maintenance | | | | | | | | |
| 06010 | Contract Pool Service | .00 | 575.00 | 575.00 | 900.00 | 1,725.00 | 825.00 | 6,900.00 |
| 06040 | Pool Chemicals | .00 | 83.33 | 83.33 | 5,166.00 | 249.99 | (4,916.01) | 1,000.00 |
| 06060 | Pool Supplies/Repairs | .00 | 541.67 | 541.67 | 1,499.25 | 1,625.01 | 125.76 | 6,500.00 |
| <hr/> | | | | | | | | |
| | Pool Maintenance | .00 | 1,200.00 | 1,200.00 | 7,565.25 | 3,600.00 | (3,965.25) | 14,400.00 |
| Contract Maintenance | | | | | | | | |
| 07010 | Building-Rpr/Maint | .00 | 833.33 | 833.33 | 3,239.88 | 2,499.99 | (739.89) | 10,000.00 |
| 07020 | Janitorial - Contract | .00 | 446.67 | 446.67 | 915.00 | 1,340.01 | 425.01 | 5,360.00 |
| 07030 | Janitorial - Supplies | .00 | 125.00 | 125.00 | 460.87 | 375.00 | (85.87) | 1,500.00 |
| 07050 | Common Areas - Repipe Proje | .00 | 8,341.65 | 8,341.65 | .00 | 25,024.95 | 25,024.95 | 100,099.85 |
| 07150 | Roof Repairs | .00 | 2,754.00 | 2,754.00 | 45,270.19 | 8,262.00 | (37,008.19) | 33,048.00 |

Laurelmont Community Association

Income/Expense Statement
Period: 03/01/21 to 03/31/21

| Account | Description | Actual | Current Period | | Actual | Year-To-Date | | Yearly Budget |
|--------------------------------|-------------------------------|------------|----------------|------------|------------|--------------|-------------|---------------|
| | | | Budget | Variance | | Budget | Variance | |
| 08020 | Electrical Repairs | .00 | 235.17 | 235.17 | .00 | 705.51 | 705.51 | 2,822.00 |
| 08050 | Common Area | .00 | 833.33 | 833.33 | .00 | 2,499.99 | 2,499.99 | 10,000.00 |
| 08055 | General Repairs | .00 | 1,250.00 | 1,250.00 | 2,950.40 | 3,750.00 | 799.60 | 15,000.00 |
| 08110 | Pest Control | 533.50 | 890.00 | 356.50 | 1,137.50 | 2,670.00 | 1,532.50 | 10,680.00 |
| 08120 | Plumbing Repairs | .00 | 1,689.74 | 1,689.74 | 15,075.00 | 5,069.22 | (10,005.78) | 20,276.92 |
| 08130 | Gate & Monuments | .00 | 458.33 | 458.33 | 2,224.00 | 1,374.99 | (849.01) | 5,500.00 |
| 08140 | Security Patrol | 753.94 | 718.04 | (35.90) | 753.94 | 2,154.12 | 1,400.18 | 8,616.48 |
| Contract Maintenance | | 1,287.44 | 18,575.26 | 17,287.82 | 72,026.78 | 55,725.78 | (16,301.00) | 222,903.25 |
| Administration | | | | | | | | |
| 09010 | Bad Debts | .00 | 233.33 | 233.33 | .00 | 699.99 | 699.99 | 2,800.00 |
| 09020 | Audit/Tax Preparation | .00 | 100.00 | 100.00 | .00 | 300.00 | 300.00 | 1,200.00 |
| 09080 | State Taxes | .00 | .00 | .00 | 333.58 | .00 | (333.58) | .00 |
| 09090 | License & Permits | .00 | 50.00 | 50.00 | .00 | 150.00 | 150.00 | 600.00 |
| 09110 | Insurance | (1,032.52) | 3,981.25 | 5,013.77 | 4,556.48 | 11,943.75 | 7,387.27 | 47,775.00 |
| 09117 | Earthquake Ins | 5,322.52 | 1,225.00 | (4,097.52) | 7,867.18 | 3,675.00 | (4,192.18) | 14,700.00 |
| 09120 | Legal Services | .00 | 500.00 | 500.00 | 976.35 | 1,500.00 | 523.65 | 6,000.00 |
| 09130 | Management Services | 3,700.00 | 2,770.00 | (930.00) | 9,239.34 | 8,310.00 | (929.34) | 33,240.00 |
| 09140 | Interest Expense - Repipe Loa | 3,772.91 | 4,166.67 | 393.76 | 12,242.06 | 12,500.01 | 257.95 | 50,000.00 |
| 09160 | Printing & Mailing | .00 | 858.33 | 858.33 | 278.52 | 2,574.99 | 2,296.47 | 10,300.00 |
| 09165 | Office Supplies | .00 | .00 | .00 | 1,497.23 | .00 | (1,497.23) | .00 |
| 09166 | Storage | .00 | .00 | .00 | 2,484.20 | .00 | (2,484.20) | .00 |
| 09186 | Reserve Study | .00 | 106.25 | 106.25 | .00 | 318.75 | 318.75 | 1,275.00 |
| 09450 | Other Professional Fees | .00 | .00 | .00 | 753.94 | .00 | (753.94) | .00 |
| 09475 | Miscellaneous | .00 | 416.67 | 416.67 | 720.17 | 1,250.01 | 529.84 | 5,000.00 |
| Administration | | 11,762.91 | 14,407.50 | 2,644.59 | 40,949.05 | 43,222.50 | 2,273.45 | 172,890.00 |
| Reserve Allocations | | | | | | | | |
| 09610 | Reserve Contribution | 40,000.00 | 40,000.00 | .00 | 120,000.00 | 120,000.00 | .00 | 480,000.00 |
| 09791 | Interest Adjustment | 13.41 | .00 | (13.41) | 1,110.42 | .00 | (1,110.42) | .00 |
| Reserve Allocations | | 40,013.41 | 40,000.00 | (13.41) | 121,110.42 | 120,000.00 | (1,110.42) | 480,000.00 |
| TOTAL EXPENSES | | 65,445.41 | 94,530.45 | 29,085.04 | 282,451.91 | 283,591.35 | 1,139.44 | 1,134,365.40 |
| Current Year Net Income/(loss) | | 29,098.45 | .00 | 29,098.45 | 2,559.10 | .00 | 2,559.10 | .00 |

=====

Laurelmont Community Association

Reserve Statement Report
 Period: 03/01/21 to 03/31/21

| Account | Description | Actual | Current Period | | Actual | Year-To-Date | | Yearly Budget |
|----------|-----------------------------|-----------|----------------|-----------|------------|--------------|------------|---------------|
| | | | Budget | Variance | | Budget | Variance | |
| INCOME | | | | | | | | |
| 04905 | Reserve Contribution Income | 40,000.00 | 40,000.00 | .00 | 120,000.00 | 120,000.00 | .00 | 480,000.00 |
| 04910 | Interest Earned - Reserves | 13.41 | .00 | 13.41 | 1,110.42 | .00 | 1,110.42 | .00 |
| <hr/> | | | | | | | | |
| | RESERVE INCOME | 40,013.41 | 40,000.00 | 13.41 | 121,110.42 | 120,000.00 | 1,110.42 | 480,000.00 |
| EXPENSES | | | | | | | | |
| 09834 | Contiingency | .00 | 1,165.05 | 1,165.05 | .00 | 3,495.15 | 3,495.15 | 13,980.60 |
| 09844 | Doors | .00 | 2,969.34 | 2,969.34 | .00 | 8,908.02 | 8,908.02 | 35,632.08 |
| 09852 | Fences/Gates & Walls | .00 | 7,893.80 | 7,893.80 | .00 | 23,681.40 | 23,681.40 | 94,725.60 |
| 09868 | Gas Lines | .00 | 1,544.75 | 1,544.75 | .00 | 4,634.25 | 4,634.25 | 18,537.00 |
| 09884 | Irrigation | .00 | 375.89 | 375.89 | .00 | 1,127.67 | 1,127.67 | 4,510.68 |
| 09886 | Landscape | .00 | 647.65 | 647.65 | .00 | 1,942.95 | 1,942.95 | 7,771.80 |
| 09892 | Lighting | .00 | 281.22 | 281.22 | .00 | 843.66 | 843.66 | 3,374.64 |
| 09902 | Mailbox | .00 | 297.93 | 297.93 | .00 | 893.79 | 893.79 | 3,575.16 |
| 09914 | Painting | .00 | 4,139.60 | 4,139.60 | .00 | 12,418.80 | 12,418.80 | 49,675.20 |
| 09918 | Pest Control | .00 | 934.38 | 934.38 | .00 | 2,803.14 | 2,803.14 | 11,212.56 |
| 09920 | Plumbing | .00 | 1,544.75 | 1,544.75 | .00 | 4,634.25 | 4,634.25 | 18,537.00 |
| 09924 | Pools/Spa | .00 | 1,477.54 | 1,477.54 | .00 | 4,432.62 | 4,432.62 | 17,730.48 |
| 09936 | Roofs | .00 | 10,314.97 | 10,314.97 | .00 | 30,944.91 | 30,944.91 | 123,779.64 |
| 09944 | Siding/Wood Repalcement | .00 | 1,854.10 | 1,854.10 | .00 | 5,562.30 | 5,562.30 | 22,249.20 |
| 09946 | Signs | .00 | 74.27 | 74.27 | .00 | 222.81 | 222.81 | 891.24 |
| 09952 | Streets | .00 | 4,484.76 | 4,484.76 | .00 | 13,454.28 | 13,454.28 | 53,817.12 |
| <hr/> | | | | | | | | |
| | RESERVE EXPENSES | .00 | 40,000.00 | 40,000.00 | .00 | 120,000.00 | 120,000.00 | 480,000.00 |
| | RESERVE INCOME/EXPENSI | 40,013.41 | .00 | 40,013.41 | 121,110.42 | .00 | 121,110.42 | .00 |
| <hr/> | | | | | | | | |

Laurelmont Community Association

Income/Expense Statement

Actual spreadsheet Start date: 01/01/21 Cutoff date: 03/31/21

| | | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | Total |
|-----------------------------|-----------------------|------------|-------------------|------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------------|
| INCOME: | | | | | | | | | | | | | | |
| 04010 | Assessments | .00 | 189,060.90 | 94,530.45 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 283,591.35 |
| 04130 | Reserve Interest | .00 | 1,097.01 | 13.41 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,110.42 |
| 04140 | Late Charges | .00 | 59.24 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 59.24 |
| 04230 | Compliance Fines | .00 | 250.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 250.00 |
| Subtotal Income | | .00 | 190,467.15 | 94,543.86 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 285,011.01 |
| EXPENSES | | | | | | | | | | | | | | |
| Utilities | | | | | | | | | | | | | | |
| 05020 | Electricity | .00 | 1,793.69 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,793.69 |
| 05030 | Gas | .00 | 16.36 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 16.36 |
| 05070 | Water | .00 | 1,668.31 | (88.75) | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,579.56 |
| Utilities | | .00 | 3,478.36 | (88.75) | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 3,389.61 |
| Land Maintenance | | | | | | | | | | | | | | |
| 05510 | Contract Landscape | .00 | 24,940.40 | 12,470.40 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 37,410.80 |
| Land Maintenance | | .00 | 24,940.40 | 12,470.40 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 37,410.80 |
| Pool Maintenance | | | | | | | | | | | | | | |
| 06010 | Contract Pool Service | .00 | 900.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 900.00 |
| 06040 | Pool Chemicals | .00 | 5,166.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 5,166.00 |
| 06060 | Pool Supplies/Repairs | .00 | 1,499.25 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,499.25 |
| Pool Maintenance | | .00 | 7,565.25 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 7,565.25 |
| Contract Maintenance | | | | | | | | | | | | | | |

Laurelmont Community Association

Income/Expense Statement

Actual spreadsheet Start date: 01/01/21 Cutoff date: 03/31/21

| | | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | Total |
|-----------------------------|--------------------------------|------------|------------------|------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------------|
| 07010 | Building-Rpr/Maint | .00 | 3,239.88 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 3,239.88 |
| 07020 | Janitorial - Contract | .00 | 915.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 915.00 |
| 07030 | Janitorial - Supplies | .00 | 460.87 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 460.87 |
| 07150 | Roof Repairs | .00 | 45,270.19 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 45,270.19 |
| 08055 | General Repairs | .00 | 2,950.40 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 2,950.40 |
| 08110 | Pest Control | .00 | 604.00 | 533.50 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,137.50 |
| 08120 | Plumbing Repairs | .00 | 15,075.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 15,075.00 |
| 08130 | Gate & Monuments | .00 | 2,224.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 2,224.00 |
| 08140 | Security Patrol | .00 | .00 | 753.94 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 753.94 |
| Contract Maintenance | | .00 | 70,739.34 | 1,287.44 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 72,026.78 |
| Administration | | | | | | | | | | | | | | |
| 09080 | State Taxes | .00 | 333.58 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 333.58 |
| 09110 | Insurance | .00 | 5,589.00 | (1,032.52) | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 4,556.48 |
| 09117 | Earthquake Ins | .00 | 2,544.66 | 5,322.52 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 7,867.18 |
| 09120 | Legal Services | .00 | 976.35 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 976.35 |
| 09130 | Management Services | .00 | 5,539.34 | 3,700.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 9,239.34 |
| 09140 | Interest Expense - Repipe Loan | .00 | 8,469.15 | 3,772.91 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 12,242.06 |
| 09160 | Printing & Mailing | .00 | 278.52 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 278.52 |
| 09165 | Office Supplies | .00 | 1,497.23 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,497.23 |
| 09166 | Storage | .00 | 2,484.20 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 2,484.20 |
| 09450 | Other Professional Fees | .00 | 753.94 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 753.94 |
| 09475 | Miscellaneous | .00 | 720.17 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 720.17 |
| Administration | | .00 | 29,186.14 | 11,762.91 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 40,949.05 |
| Reserve Allocations | | | | | | | | | | | | | | |
| 09610 | Reserve Contribution | .00 | 80,000.00 | 40,000.00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 120,000.00 |
| 09791 | Interest Adjustment | .00 | 1,097.01 | 13.41 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 1,110.42 |

Laurelmont Community Association

Income/Expense Statement

Actual spreadsheet Start date: 01/01/21 Cutoff date: 03/31/21

| | JANUARY | FEBRUARY | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPTEMBER | OCTOBER | NOVEMBER | DECEMBER | Total |
|-------------------------------|---------|-------------|-----------|-------|-----|------|------|--------|-----------|---------|----------|----------|------------|
| Reserve Allocations | .00 | 81,097.01 | 40,013.41 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 121,110.42 |
| TOTAL EXPENSES | .00 | 217,006.50 | 65,445.41 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 282,451.91 |
| CURRENT YEAR NET INCOME/(LOS) | .00 | (26,539.35) | 29,098.45 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | .00 | 2,559.10 |

CASH DISBURSEMENTS

Starting Check Date: 3/01/21 Cash account #: "All"
 Ending Check Date: 3/31/21

| Check-date | Check-# | Vend-# | Vendor Name | Check-amount | Reference | | | |
|-----------------|---------|--------|--------------------------|--------------|-------------------------|----------|-------------|-------------------------|
| Cash account #: | | 1010 | Pacific Western Bank | | | | | |
| 3/31/21 | 1001 | JMC | J. MOREY COMPANY INC INS | 4,050.19 | EQ Ins Down Pmt 2021-22 | | | |
| | | Vchr-# | Invoice-# | Inv-date | Acct # | Eff-date | Amount-paid | Reference |
| | | 2 | 2162310.1 | 3/31/21 | 9110 | 3/31/21 | 4,050.19 | EQ Ins Down Pmt 2021-22 |
| Totals: | | | | 4,050.19 | | | | |

GENERAL LEDGER TRIAL BALANCE

Starting account #: "First" Starting date: 03/01/21
 Ending account #: "Last" Ending date: 03/31/21

| Acct-# | Description | Begin-balance | Total-DR | Total-CR | Net-change | End-balance |
|--------|----------------------|---------------|-----------|----------|------------|-------------|
| 1010 | Pacific Western Bank | 1,439.55 | 93,386.85 | 5,507.74 | 87,879.11 | 89,318.66 |

| DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
|----------|--------|---------|-----------|-----------|--------------------------|-------------------------|
| 03/01/21 | AR0004 | AR-004 | 479.85 | | Owner Cash Receipts | |
| 03/05/21 | AR0005 | AR-005 | 1,439.55 | | Owner Cash Receipts | |
| 03/08/21 | AR0006 | AR-006 | 6,260.90 | | Owner Cash Receipts | |
| 03/08/21 | AR0007 | AR-007 | 479.85 | | Owner Cash Receipts | |
| 03/10/21 | AR0000 | AR04 | 12,955.95 | | Owner Cash Receipts | |
| 03/11/21 | AR0000 | AR07 | | 479.85 | Payment Adjustment | |
| 03/11/21 | AR0008 | AR-008 | 9,677.10 | | Owner Cash Receipts | |
| 03/12/21 | AR0009 | AR-009 | 13,435.25 | | Owner Cash Receipts | |
| 03/15/21 | AR0000 | AR07 | | 497.85 | Payment Adjustment | |
| 03/15/21 | AR0010 | AR-010 | 14,413.80 | | Owner Cash Receipts | |
| 03/15/21 | AR0011 | AR-011 | 1,439.55 | | Owner Cash Receipts | |
| 03/15/21 | AR0012 | AR-012 | 479.85 | | Owner Cash Receipts | |
| 03/15/21 | AR0014 | AR-014 | 479.85 | | Owner Cash Receipts | |
| 03/16/21 | AR0000 | AR07 | | 479.85 | Payment Adjustment | |
| 03/16/21 | AR0013 | AR-013 | 12,476.40 | | Owner Cash Receipts | |
| 03/18/21 | AR0015 | AR-015 | 8,657.60 | | Owner Cash Receipts | |
| 03/21/21 | AR0000 | AR04 | 479.85 | | Owner Cash Receipts | |
| 03/22/21 | AR0016 | AR-016 | 1,459.70 | | Owner Cash Receipts | |
| 03/23/21 | AR0017 | AR-017 | 479.85 | | Owner Cash Receipts | |
| 03/25/21 | AR0000 | AR04 | 502.70 | | Owner Cash Receipts | |
| 03/25/21 | AR0018 | AR-018 | 979.85 | | Owner Cash Receipts | |
| 03/26/21 | AR0019 | AR-019 | 1,919.40 | | Owner Cash Receipts | |
| 03/27/21 | AR0000 | AR04 | 479.85 | | Owner Cash Receipts | |
| 03/29/21 | AR0000 | AR04 | 571.35 | | Owner Cash Receipts | |
| 03/29/21 | AR0021 | AR-021 | 959.70 | | Owner Cash Receipts | |
| 03/31/21 | AP0020 | 1001 | | 4,050.19 | J. MOREY COMPANY INC INS | EQ Ins Down Pmt 2021-22 |
| 03/31/21 | AR0000 | AR04 | 959.70 | | Owner Cash Receipts | |
| 03/31/21 | AR0000 | AR04 | 479.85 | | Owner Cash Receipts | |
| 03/31/21 | AR0022 | AR-022 | 1,439.55 | | Owner Cash Receipts | |

| | | | | | | | |
|------|-------------------|--|------------|-----|-----------|-------------|------------|
| 1015 | Union Bk Prior Op | | 296,204.21 | .00 | 12,196.95 | 12,196.95CR | 284,007.26 |
|------|-------------------|--|------------|-----|-----------|-------------|------------|

| DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
|----------|--------|---------|-----------|-----------|------------------------|---------------|
| 03/15/21 | GJ0006 | MARCH | | 12,196.95 | To Rec March Loan Pymt | |

| | | | | | | | |
|------|---------------------|--|--------------|-----|-----------|-------------|--------------|
| 1020 | Due To\From Reserve | | 431,304.78CR | .00 | 40,000.00 | 40,000.00CR | 471,304.78CR |
|------|---------------------|--|--------------|-----|-----------|-------------|--------------|

| DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
|----------|--------|---------|-----------|-----------|----------------------|---------------|
| 03/31/21 | RJ0002 | RSRV | | 40,000.00 | Reserve Contribution | |

| | | | | | | | |
|------|---------------------|--|--------------|-----|-----|-----|--------------|
| 1041 | Union Bank Prior MM | | 1,372,014.30 | .00 | .00 | .00 | 1,372,014.30 |
|------|---------------------|--|--------------|-----|-----|-----|--------------|

GENERAL LEDGER TRIAL BALANCE

Starting account #: "First" Starting date: 03/01/21
 Ending account #: "Last" Ending date: 03/31/21

| Acct-# | Description | Begin-balance | Total-DR | Total-CR | Net-change | End-balance |
|--------|------------------------|---------------|-----------|-------------------------|---------------|--------------|
| 1045 | Morgan Stanley MM | 1,570,282.32 | 13.41 | .00 | 13.41 | 1,570,295.73 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/31/21 RJ0001 INT | 13.41 | | Interest Income | | |
| 1070 | Due To/From Operating | 431,304.78 | 40,000.00 | .00 | 40,000.00 | 471,304.78 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/31/21 RJ0002 RSRV | 40,000.00 | | Reserve Contribution | | |
| 1200 | Accounts Receivable | 17,446.75 | 95,970.00 | 85,546.95 | 10,423.05 | 27,869.80 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/01/21 AR0010 AR01 | 94,530.45 | | Apply Assmt/Opt Charges | | |
| | 03/05/21 AR0005 AR-005 | | 1,439.55 | Owner Cash Receipts | | |
| | 03/08/21 AR0006 AR-006 | | 6,238.05 | Owner Cash Receipts | | |
| | 03/08/21 AR0007 AR-007 | | 479.85 | Owner Cash Receipts | | |
| | 03/10/21 AR0000 AR04 | | 12,955.95 | Owner Cash Receipts | | |
| | 03/11/21 AR0000 AR07 | 479.85 | | Payment Adjustment | | |
| | 03/11/21 AR0008 AR-008 | | 9,117.15 | Owner Cash Receipts | | |
| | 03/12/21 AR0009 AR-009 | | 11,995.40 | Owner Cash Receipts | | |
| | 03/15/21 AR0000 AR07 | 479.85 | | Payment Adjustment | | |
| | 03/15/21 AR0010 AR-010 | | 12,955.95 | Owner Cash Receipts | | |
| | 03/15/21 AR0011 AR-011 | | 1,439.55 | Owner Cash Receipts | | |
| | 03/15/21 AR0012 AR-012 | | 479.85 | Owner Cash Receipts | | |
| | 03/15/21 AR0014 AR-014 | | 479.85 | Owner Cash Receipts | | |
| | 03/16/21 AR0000 AR07 | 479.85 | | Payment Adjustment | | |
| | 03/16/21 AR0013 AR-013 | | 11,516.40 | Owner Cash Receipts | | |
| | 03/18/21 AR0015 AR-015 | | 8,637.30 | Owner Cash Receipts | | |
| | 03/21/21 AR0000 AR04 | | 479.85 | Owner Cash Receipts | | |
| | 03/22/21 AR0016 AR-016 | | 1,459.70 | Owner Cash Receipts | | |
| | 03/23/21 AR0017 AR-017 | | 479.85 | Owner Cash Receipts | | |
| | 03/25/21 AR0000 AR04 | | 502.70 | Owner Cash Receipts | | |
| | 03/25/21 AR0018 AR-018 | | 959.70 | Owner Cash Receipts | | |
| | 03/26/21 AR0019 AR-019 | | 1,439.55 | Owner Cash Receipts | | |
| | 03/27/21 AR0000 AR04 | | 479.85 | Owner Cash Receipts | | |
| | 03/29/21 AR0000 AR04 | | 571.35 | Owner Cash Receipts | | |
| | 03/29/21 AR0021 AR-021 | | 479.85 | Owner Cash Receipts | | |
| | 03/31/21 AR0000 AR04 | | 479.85 | Owner Cash Receipts | | |
| | 03/31/21 AR0000 AR04 | | 479.85 | Owner Cash Receipts | | |
| 1205 | Allowance for Bad Debt | 12,100.37CR | .00 | .00 | .00 | 12,100.37CR |
| 1500 | Prepaid Insurance | 4,066.87 | .00 | 4,066.87 | 4,066.87CR | .00 |

GENERAL LEDGER TRIAL BALANCE

Starting account #: "First" Starting date: 03/01/21
 Ending account #: "Last" Ending date: 03/31/21

| Acct-# | Description | Begin-balance | Total-DR | Total-CR | Net-change | End-balance |
|--------|---------------------------|---------------|-----------|-----------------------|---------------|-------------|
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/31/21 GJ0008 MAR | | 4,066.87 | To Amortize Prepaid | | |
| 1510 | Other Prepaid Expenses | 25.55 | .00 | .00 | .00 | 25.55 |
| 1600 | Clearing/Suspense Account | 1,155.00 | .00 | .00 | .00 | 1,155.00 |
| 2010 | Prepaid Owner Assessments | 6,806.18CR | 18.00 | 7,839.90 | 7,821.90CR | 14,628.08CR |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/01/21 AR0004 AR-004 | | 479.85 | Owner Cash Receipts | | |
| | 03/08/21 AR0006 AR-006 | | 22.85 | Owner Cash Receipts | | |
| | 03/11/21 AR0008 AR-008 | | 559.95 | Owner Cash Receipts | | |
| | 03/12/21 AR0009 AR-009 | | 1,439.85 | Owner Cash Receipts | | |
| | 03/15/21 AR0000 AR07 | 18.00 | | Payment Adjustment | | |
| | 03/15/21 AR0010 AR-010 | | 1,457.85 | Owner Cash Receipts | | |
| | 03/16/21 AR0013 AR-013 | | 960.00 | Owner Cash Receipts | | |
| | 03/18/21 AR0015 AR-015 | | 20.30 | Owner Cash Receipts | | |
| | 03/25/21 AR0018 AR-018 | | 20.15 | Owner Cash Receipts | | |
| | 03/26/21 AR0019 AR-019 | | 479.85 | Owner Cash Receipts | | |
| | 03/29/21 AR0021 AR-021 | | 479.85 | Owner Cash Receipts | | |
| | 03/31/21 AR0000 AR04 | | 479.85 | Owner Cash Receipts | | |
| | 03/31/21 AR0022 AR-022 | | 1,439.55 | Owner Cash Receipts | | |
| 2020 | Accounts Payable | .00 | .00 | 17,457.84 | 17,457.84CR | 17,457.84CR |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/31/21 GJ0012 MARCH | | 17,457.84 | To Rec AP March | | |
| 2025 | Delinquency Fee Payable | 1,415.00CR | .00 | .00 | .00 | 1,415.00CR |
| 2027 | Insurance Payable | 3,827.06CR | 3,827.06 | .00 | 3,827.06 | .00 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/31/21 GJ0009 MARCH | 3,827.06 | | Cor Insurance payable | | |
| 2030 | Federal Tax Payable | 4,409.00CR | .00 | .00 | .00 | 4,409.00CR |
| 2035 | Franchise Tax Payable | 1,480.00CR | .00 | .00 | .00 | 1,480.00CR |
| 2040 | Other Accrued Expenses | 88.75CR | 88.75 | .00 | 88.75 | .00 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |

GENERAL LEDGER TRIAL BALANCE

Starting account #: "First" Starting date: 03/01/21
 Ending account #: "Last" Ending date: 03/31/21

| Acct-# | Description | Begin-balance | Total-DR | Total-CR | Net-change | End-balance |
|--------|-------------------------------|----------------|-----------|------------------------|------------|----------------|
| | 03/31/21 GJ0010 MARCH | 88.75 | | | | |
| | | | | To Rec Other Accrued | | |
| 2050 | Loan - Pacific Premier Repipe | 869,332.66CR | 8,424.04 | .00 | 8,424.04 | 860,908.62CR |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | | A/P REFERENCE |
| | 03/15/21 GJ0006 MARCH | 8,424.04 | | To Rec March Loan Pymt | | |
| 3000 | Retained Earnings | 983,886.52 | .00 | .00 | .00 | 983,886.52 |
| 3625 | Cooling Systems | 18,758.17CR | .00 | .00 | .00 | 18,758.17CR |
| 3670 | Landscape | 7,781.34CR | .00 | .00 | .00 | 7,781.34CR |
| 3710 | Irrigation | 55,413.33CR | .00 | .00 | .00 | 55,413.33CR |
| 3720 | Lighting | 12,926.32CR | .00 | .00 | .00 | 12,926.32CR |
| 3740 | Doors | 64,338.38CR | .00 | .00 | .00 | 64,338.38CR |
| 3750 | Fences, Gates/Walls | 376,440.87CR | .00 | .00 | .00 | 376,440.87CR |
| 3755 | Gas Lines | 152,217.50CR | .00 | .00 | .00 | 152,217.50CR |
| 3770 | Signs | 4,853.56CR | .00 | .00 | .00 | 4,853.56CR |
| 3775 | Painting | 407,252.50CR | .00 | .00 | .00 | 407,252.50CR |
| 3790 | Pools/Spas | 84,824.13CR | .00 | .00 | .00 | 84,824.13CR |
| 3800 | Streets & Drives | 217,292.44CR | .00 | .00 | .00 | 217,292.44CR |
| 3810 | Roofs | 1,354,864.40CR | .00 | .00 | .00 | 1,354,864.40CR |
| 3830 | Mailboxes | 23,402.05CR | .00 | .00 | .00 | 23,402.05CR |
| 3840 | Siding/Wood Replacement | 189,534.24CR | .00 | .00 | .00 | 189,534.24CR |
| 3850 | Trees | 40,048.27CR | .00 | .00 | .00 | 40,048.27CR |
| 3855 | Termites | 33,938.57CR | .00 | .00 | .00 | 33,938.57CR |
| 3880 | Plumbing | 112,398.96CR | .00 | .00 | .00 | 112,398.96CR |
| 3890 | Taxes | 7,451.00 | .00 | .00 | .00 | 7,451.00 |
| 3920 | Contingency | 91,390.32CR | .00 | .00 | .00 | 91,390.32CR |

GENERAL LEDGER TRIAL BALANCE

Starting account #: "First" Starting date: 03/01/21
 Ending account #: "Last" Ending date: 03/31/21

| Acct-# | Description | Begin-balance | Total-DR | Total-CR | Net-change | End-balance | |
|--------|-----------------------------|---------------|-----------|-----------|-------------|-------------------------|---------------|
| 3921 | Reserve Interest | 52,280.04CR | .00 | .00 | .00 | 52,280.04CR | |
| 4010 | Assessments | 189,060.90CR | .00 | 94,530.45 | 94,530.45CR | 283,591.35CR | |
| | DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
| | 03/01/21 | AR0010 | AR01 | | 94,530.45 | Apply Assmt/Opt Charges | |
| 4130 | Reserve Interest | 1,097.01CR | .00 | 13.41 | 13.41CR | 1,110.42CR | |
| | DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
| | 03/31/21 | RJ0001 | INT | | 13.41 | Interest Income | |
| 4140 | Late Charges | 59.24CR | .00 | .00 | .00 | 59.24CR | |
| 4230 | Compliance Fines | 250.00CR | .00 | .00 | .00 | 250.00CR | |
| 4905 | Reserve Contribution Income | 80,000.00CR | .00 | 40,000.00 | 40,000.00CR | 120,000.00CR | |
| | DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
| | 03/31/21 | RJ0002 | RSRV | | 40,000.00 | Reserve Contribution | |
| 4910 | Interest Earned - Reserves | 1,097.01CR | .00 | 13.41 | 13.41CR | 1,110.42CR | |
| | DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
| | 03/31/21 | RJ0001 | INT | | 13.41 | Interest Income | |
| 5020 | Electricity | 1,793.69 | .00 | .00 | .00 | 1,793.69 | |
| 5030 | Gas | 16.36 | .00 | .00 | .00 | 16.36 | |
| 5070 | Water | 1,668.31 | .00 | 88.75 | 88.75CR | 1,579.56 | |
| | DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
| | 03/31/21 | GJ0010 | MARCH | | 88.75 | To Rec Other Accrued | |
| 5510 | Contract Landscape | 24,940.40 | 12,470.40 | .00 | 12,470.40 | 37,410.80 | |
| | DATE | SOURCE | REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE |
| | 03/31/21 | GJ0012 | MARCH | 12,470.40 | | To Rec AP March | |
| 6010 | Contract Pool Service | 900.00 | .00 | .00 | .00 | 900.00 | |

GENERAL LEDGER TRIAL BALANCE

Starting account #: "First"
Ending account #: "Last"

Starting date: 03/01/21
Ending date: 03/31/21

| Acct.# | Description | Begin-balance | Total-DR | Total-CR | Net-change | End-balance |
|--------|-----------------------|---------------|----------|----------|------------|-------------|
| 6040 | Pool Chemicals | 5,166.00 | .00 | .00 | .00 | 5,166.00 |
| 6060 | Pool Supplies/Repairs | 1,499.25 | .00 | .00 | .00 | 1,499.25 |
| 7010 | Building-Rpr/Maint | 3,239.88 | .00 | .00 | .00 | 3,239.88 |
| 7020 | Janitorial - Contract | 915.00 | .00 | .00 | .00 | 915.00 |
| 7030 | Janitorial - Supplies | 460.87 | .00 | .00 | .00 | 460.87 |
| 7150 | Roof Repairs | 45,270.19 | .00 | .00 | .00 | 45,270.19 |
| 8055 | General Repairs | 2,950.40 | .00 | .00 | .00 | 2,950.40 |
| 8110 | Pest Control | 604.00 | 533.50 | .00 | 533.50 | 1,137.50 |

DATE SOURCE REFERENC DR-AMOUNT CR-AMOUNT DESCRIPTION A/P REFERENCE

03/31/21 GJ0012 MARCH 533.50 To Rec AP March

| | | | | | | |
|------|------------------|-----------|--------|-----|--------|-----------|
| 8120 | Plumbing Repairs | 15,075.00 | .00 | .00 | .00 | 15,075.00 |
| 8130 | Gate & Monuments | 2,224.00 | .00 | .00 | .00 | 2,224.00 |
| 8140 | Security Patrol | .00 | 753.94 | .00 | 753.94 | 753.94 |

DATE SOURCE REFERENC DR-AMOUNT CR-AMOUNT DESCRIPTION A/P REFERENCE

03/31/21 GJ0012 MARCH 753.94 To Rec AP March

| | | | | | | |
|------|-------------|----------|----------|----------|------------|----------|
| 9080 | State Taxes | 333.58 | .00 | .00 | .00 | 333.58 |
| 9110 | Insurance | 5,589.00 | 6,844.73 | 7,877.25 | 1,032.52CR | 4,556.48 |

DATE SOURCE REFERENC DR-AMOUNT CR-AMOUNT DESCRIPTION A/P REFERENCE

03/31/21 AP0020 1001 4,050.19 J. MOREY COMPANY INC INS EQ Ins Down Pmt 2021-22
 03/31/21 GJ0007 MARCH 4,050.19 Reclass Ck# 1001
 03/31/21 GJ0008 MAR 2,794.54 To Amortize Prepaid
 03/31/21 GJ0009 MARCH 3,827.06 Cor Insurance payable

| | | | | | | |
|------|----------------|----------|----------|-----|----------|----------|
| 9117 | Earthquake Ins | 2,544.66 | 5,322.52 | .00 | 5,322.52 | 7,867.18 |
|------|----------------|----------|----------|-----|----------|----------|

DATE SOURCE REFERENC DR-AMOUNT CR-AMOUNT DESCRIPTION A/P REFERENCE

03/31/21 GJ0007 MARCH 4,050.19 Reclass Ck# 1001
 03/31/21 GJ0008 MAR 1,272.33 To Amortize Prepaid

GENERAL LEDGER TRIAL BALANCE

Starting account #: "First"
Ending account #: "Last"

Starting date: 03/01/21
Ending date: 03/31/21

| Acct-# | Description | Begin-balance | Total-DR | Total-CR | Net-change | End-balance |
|------------|--------------------------------|---------------|------------|------------------------|---------------|-------------|
| 9120 | Legal Services | 976.35 | .00 | .00 | .00 | 976.35 |
| 9130 | Management Services | 5,539.34 | 3,700.00 | .00 | 3,700.00 | 9,239.34 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/31/21 GJ0012 MARCH | 3,700.00 | | To Rec AP March | | |
| 9140 | Interest Expense - Repipe Loan | 8,469.15 | 3,772.91 | .00 | 3,772.91 | 12,242.06 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/15/21 GJ0006 MARCH | 3,772.91 | | To Rec March Loan Pymt | | |
| 9160 | Printing & Mailing | 278.52 | .00 | .00 | .00 | 278.52 |
| 9165 | Office Supplies | 1,497.23 | .00 | .00 | .00 | 1,497.23 |
| 9166 | Storage | 2,484.20 | .00 | .00 | .00 | 2,484.20 |
| 9450 | Other Professional Fees | 753.94 | .00 | .00 | .00 | 753.94 |
| 9475 | Miscellaneous | 720.17 | .00 | .00 | .00 | 720.17 |
| 9610 | Reserve Contribution | 80,000.00 | 40,000.00 | .00 | 40,000.00 | 120,000.00 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/31/21 RJ0002 RSRV | 40,000.00 | | Reserve Contribution | | |
| 9791 | Interest Adjustment | 1,097.01 | 13.41 | .00 | 13.41 | 1,110.42 |
| | DATE SOURCE REFEREN | DR-AMOUNT | CR-AMOUNT | DESCRIPTION | A/P REFERENCE | |
| | 03/31/21 RJ0001 INT | 13.41 | | Interest Income | | |
| 9921 | Interest Adjustment | .00 | .00 | .00 | .00 | .00 |
| Gnd Total: | | .00 | 315,139.52 | 315,139.52 | .00 | .00 |

RECONCILIATION

Bank #: 03 Pacific Western Bank 1010 Pacific Western Bank
 G/L Acct Bal: 89,318.66
 Bank Balance: 89,438.55
 Statement date: 03/31/21

| Chk # | Date | Reference | Clr-date | Uncleared Checks | Uncleared Deposits |
|--------------------|----------|--------------------------|----------|------------------|--------------------|
| OUTSTANDING ITEMS: | | | | | |
| | 03/27/21 | Lockbox cash receipts | | | 479.85 |
| | 03/29/21 | Lockbox cash receipts | | | 571.35 |
| | 03/31/21 | Lockbox cash receipts | | | 959.70 |
| | 03/31/21 | Lockbox cash receipts | | | 479.85 |
| 1001 | 03/31/21 | J. MOREY COMPANY INC INS | | 4,050.19 | |
| AR-022 | 03/31/21 | Owner cash receipts - 22 | | | 1,439.55 |
| | | Total Outstanding | | 4,050.19 | 3,930.30 |

Bank Reconciliation Summary

=====

| | | | |
|----------------------------|------------|---------------------|-----------|
| Checkbook Balance | 89,318.66 | Reconciling Balance | 89,438.55 |
| Uncleared Checks, Credits | 4,050.19 + | Bank Stmt. Balance | 89,438.55 |
| Uncleared Deposits, Debits | 3,930.30 - | Difference | 0.00 |



PACIFIC WESTERN BANK
P.O. Box 131207
Carlsbad, CA 92013-1207
Return Service Requested

Last statement: February 28, 2021
This statement: March 31, 2021
Total days in statement period: 31

LAURELMONT COMMUNITY ASSOCIATION
C/O OTIS AND ASSOCIATES INC
(OPERATING ACCOUNT)
27281 LAS RAMBLAS SUITE 120
MISSION VIEJO CA 92691

Page 1
1001675279
(0)

Direct inquiries to:
949 271-3000

Pacific Western Bank
19200 Von Karman Ave Ste 140
Irvine, CA 92612

Analyzed Checking

| | | | |
|-----------------------|-------------|--------------------|-------------|
| Account number | 1001675279 | Beginning balance | \$0.00 |
| Low balance | \$0.00 | Total additions | 90,398.25 |
| Average balance | \$44,108.05 | Total subtractions | 959.70 |
| Avg collected balance | \$44,108 | Ending balance | \$89,438.55 |

DEBITS

| Date | Description | Subtractions |
|-------|--|--------------|
| 03-11 | ACH Orig Dr Return PASSERO INVALID ABA | 479.85 |
| 03-16 | ACH Orig Dr Return RETURN SETTLE N ACH RTN - R08 AMIRINAZARI 000086 ORIGINAL ENTRY EFF DATE = 210312 | 479.85 |

CREDITS

| Date | Description | Additions |
|-------|--|-----------|
| 03-02 | Remote Deposit | 479.85 |
| 03-02 | Remote Deposit | 479.85 |
| 03-02 | Remote Deposit | 479.85 |
| 03-02 | Remote Deposit | 479.85 |
| 03-08 | Remote Deposit | 1,439.55 |
| 03-09 | Remote Deposit | 479.85 |
| 03-09 | Remote Deposit | 6,260.90 |
| 03-12 | Remote Deposit | 9,677.10 |
| 03-12 | ACH Credit LAURELMONT HOA FEES 210312 | 12,955.95 |
| 03-15 | Remote Deposit | 13,435.25 |
| 03-17 | Remote Deposit | 1,439.55 |
| 03-17 | Remote Deposit | 12,476.40 |

LAURELMONT COMMUNITY ASSOCIATION
March 31, 2021

Page 2
1001675279

| Date | Description | Additions |
|-------|---|-----------|
| 03-18 | ' ACH Credit PAYLEASE.COM CREDIT 210318 200446359 | 479.85 |
| 03-23 | ' Remote Deposit | 1,459.70 |
| 03-23 | ' Remote Deposit | 8,657.60 |
| 03-23 | ' Remote Deposit | 14,395.80 |
| 03-24 | ' Remote Deposit | 479.85 |
| 03-25 | ' ACH Credit PAYLEASE.COM CREDIT 210325 200786740 | 479.85 |
| 03-26 | ' Remote Deposit | 979.85 |
| 03-29 | ' Remote Deposit | 1,919.40 |
| 03-30 | ' ACH Credit PAYLEASE.COM CREDIT 210330 201098893 | 502.70 |
| 03-31 | ' Remote Deposit | 959.70 |

DAILY BALANCES

| Date | Amount | Date | Amount | Date | Amount |
|-------|-----------|-------|-----------|-------|-----------|
| 02-28 | 0.00 | 03-15 | 45,688.15 | 03-25 | 85,076.90 |
| 03-02 | 1,919.40 | 03-16 | 45,208.30 | 03-26 | 86,056.75 |
| 03-08 | 3,358.95 | 03-17 | 59,124.25 | 03-29 | 87,976.15 |
| 03-09 | 10,099.70 | 03-18 | 59,604.10 | 03-30 | 88,478.85 |
| 03-11 | 9,619.85 | 03-23 | 84,117.20 | 03-31 | 89,438.55 |
| 03-12 | 32,252.90 | 03-24 | 84,597.05 | | |

OVERDRAFT/RETURN ITEM FEES

| | Total for this period | Total year-to-date |
|--------------------------|-----------------------|--------------------|
| Total Overdraft Fees | \$0.00 | \$0.00 |
| Total Returned Item Fees | \$0.00 | \$0.00 |

Thank you for banking with Pacific Western Bank

| CHECKS OUTSTANDING | | | | | |
|--------------------|--------|-----------|--------|-----------|--------|
| DATE ON # | AMOUNT | DATE ON # | AMOUNT | DATE ON # | AMOUNT |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| TOTAL | | | | | \$ |

| CHECKBOOK RECONCILIATION | |
|--|----|
| ENTER BALANCE THIS STATEMENT | \$ |
| ADD RECENT DEPOSITS (NOT CREDITED ON THIS STATEMENT) | \$ |
| SUBTOTAL | |
| SUBTRACT TOTAL CHECKS OUTSTANDING | \$ |
| BALANCE | |

BALANCE should agree with your checkbook balance, after deducting charges and adding credits not shown in your checkbook but included on this statement as follows:
Interest - Add Overdraft - Deduct Automatic Payment - Deduct Automatic Advance - Add Service Charge - Deduct

PLEASE REPORT ANY ERRORS OR OMISSIONS WITHIN 30 DAYS, 40 DAYS IF A SUBSTITUTE CHECK IS INVOLVED. OTHERWISE STATEMENT WILL BE CONSIDERED CORRECT AND CHECKS GENUINE.

If your checkbook and statement do not balance, have you:

- Accounted for bank charges?
- Verified additions and subtractions in your checkbook?
- Compared cancelled checks to check stub?
- Compared deposit amounts on statement to your checkbook?

To request a copy of an item contact your branch of account.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone your branch of account as listed on first page of your bank statement or call 800-350-3557 or write to us at P.O. Box 131207 Carlsbad, California 92013-1207 as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number (if any).
- Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (20 business days for new accounts) to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

For foreign remittance transfers (foreign wires), you have a right to dispute errors in your transaction. If you think there is an error, contact your branch of account or the number below within 180 days from the date of the transfer. You can also contact any banking office for a written explanation of your rights.

If you want to verify whether or not a pre-authorized transfer was made, please call (800) 654-7962 at least one business day after the pre-authorized transfer should have been made so that we will have time to update our records before you call.

DORMANT ACCOUNTS

Checking and Savings accounts that have had no activity for twenty-four (24) months, unless the depositor has been contacted, will be classified as Dormant Accounts. By law these accounts will be transferred to the State of California Controller's Office after three (3) years of inactivity if they are not reactivated or claimed by the depositor. To reclaim funds transferred to the State, depositors, or their heirs, must request the funds from and present proof of ownership to: State of California, Controller's Office, Division of Unclaimed Property, P.O. Box 942850, Sacramento, California 94250-5873.

FUNDS AVAILABILITY POLICY

A hold for uncollected funds may be placed on funds deposited by check or similar instruments. This could delay your ability to withdraw such funds. The delay, if any, would not exceed the period of time permitted by law. For a complete copy of Pacific Western Bank's Funds Availability Policy, please contact any of our offices or write us at P.O. Box 131207 Carlsbad, CA 92013-1207.

IMPORTANT INFORMATION ABOUT YOUR CREDIT PLAN

Balance Subject to Interest Rate - We figure the interest charge on your account by applying the periodic rate to the "daily balance" (including current transactions) of your account for each day in the billing cycle. To get the "daily balance" we take the beginning balance of your account each day, add any new advances and other debits, and subtract any payments or other credits. This gives us the "daily balance".

WHAT TO DO IF YOU THINK YOU FIND A MISTAKE ON YOUR STATEMENT

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

Pacific Western Bank
P.O. Box 131207
Carlsbad, CA 92013-1207

In your letter give us the following information:

- 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*. 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 amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

Morgan Stanley

CLIENT STATEMENT | For the Period March 1-31, 2021

STATEMENT FOR:
LAURELMONT COMMUNITY ASSOCIATION

TOTAL VALUE OF YOUR ACCOUNT (as of 3/31/21)
Includes Accrued Interest

\$1,570,295.73

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.

RECEIVED
APR 20 2021
BY:

#BWNJGWM

100000
AB 02 003434 50739 H 27 A
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

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



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 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. 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.

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. 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.

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 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

Morgan Stanley

CLIENT STATEMENT | For the Period March 1-31, 2021

Page 3 of 6

Account Summary

Active Assets Account
229-052628-192

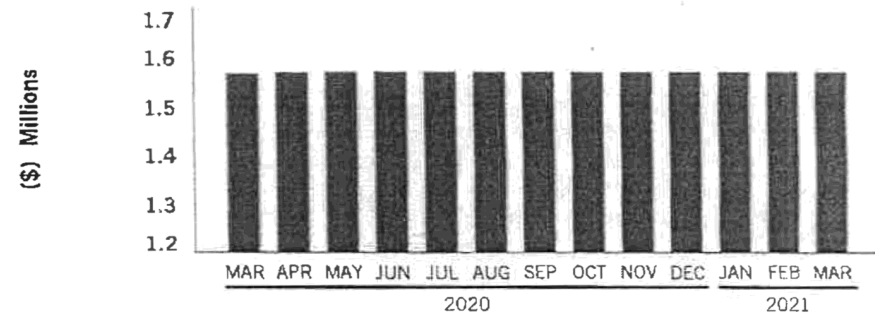
LAURELMONT COMMUNITY ASSOCIATION
ATTN ASSOCIA-PCM OF CALIFORNIA

CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

| | This Period (3/1/21-3/31/21) | This Year (1/1/21-3/31/21) |
|-------------------------------------|---------------------------------|-------------------------------|
| TOTAL BEGINNING VALUE | \$1,570,282.32 | \$1,570,256.00 |
| Credits | — | — |
| Debits | — | — |
| Security Transfers | — | — |
| Net Credits/Debits/Transfers | — | — |
| Change in Value | 13.41 | 39.73 |
| TOTAL ENDING VALUE | \$1,570,295.73 | \$1,570,295.73 |

MARKET VALUE OVER TIME

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

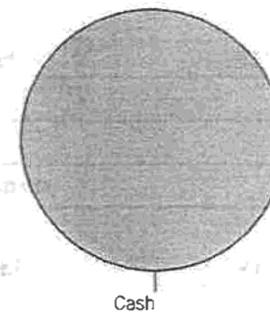


This chart does not reflect corrections to Market Value made subsequent to the dates depicted. It may exclude transactions in Annuities or positions where we are not the custodian, which could delay the reporting of Market Value.

ASSET ALLOCATION (includes accrued interest)

| | Market Value | Percentage |
|--------------------|-----------------------|----------------|
| Cash | \$1,570,295.73 | 100.00 |
| TOTAL VALUE | \$1,570,295.73 | 100.00% |

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 2/28/21) | This Period (as of 3/31/21) |
|--|--------------------------------|--------------------------------|
| Cash, BDP, MMFs | \$1,570,282.32 | \$1,570,295.73 |
| Total Assets | \$1,570,282.32 | \$1,570,295.73 |
| Total Liabilities (outstanding balance) | — | — |
| TOTAL VALUE | \$1,570,282.32 | \$1,570,295.73 |

INCOME AND DISTRIBUTION SUMMARY

| | This Period (3/1/21-3/31/21) | This Year (1/1/21-3/31/21) |
|---------------------------------------|---------------------------------|-------------------------------|
| Other Dividends | \$0.99 | \$2.58 |
| Interest | 12.42 | 36.10 |
| Income And Distributions | \$13.41 | \$38.68 |
| Tax-Exempt Income | — | — |
| TOTAL INCOME AND DISTRIBUTIONS | \$13.41 | \$38.68 |

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

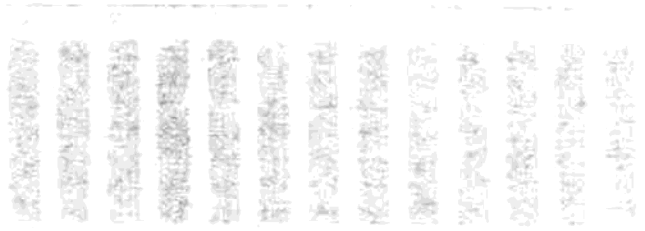
CASH FLOW

| | This Period (3/1/21-3/31/21) | This Year (1/1/21-3/31/21) |
|--|---------------------------------|-------------------------------|
| OPENING CASH, BDP, MMFs | \$1,570,282.32 | \$1,570,256.00 |
| Income and Distributions | 13.41 | 39.73 |
| Total Investment Related Activity | \$13.41 | \$39.73 |
| Total Cash Related Activity | — | — |
| Total Card/Check Activity | — | — |
| CLOSING CASH, BDP, MMFs | \$1,570,295.73 | \$1,570,295.73 |

GAIN/(LOSS) SUMMARY

| | Realized This Period (3/1/21-3/31/21) | Realized This Year (1/1/21-3/31/21) | Unrealized Inception to Date (as of 3/31/21) |
|--------------------------|--|--|--|
| TOTAL GAIN/(LOSS) | — | — | — |

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.



Morgan Stanley

CLIENT STATEMENT | For the Period March 1-31, 2021

Page 5 of 6

Account Detail

Active Assets Account
229-052628-192LAURELMONT COMMUNITY ASSOCIATION
ATTN ASSOCIA-PCM OF CALIFORNIAInvestment 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 % |
|----------------------------------|-----------------------|-----------------------|-----------------|-------|
| MS U.S. GOVT MONEY MARKET TR | \$106,781.13 | 0.010 | \$10.68 | — |
| MORGAN STANLEY BANK N.A. # | 1,218,512.52 | — | 121.56 | 0.010 |
| MORGAN STANLEY PRIVATE BANK NA # | 245,002.08 | — | 24.44 | 0.010 |
| BANK DEPOSITS | \$1,463,514.60 | | \$146.00 | |

| | Percentage of Holdings | Market Value | Est Ann Income |
|----------------------------|------------------------|-----------------------|-----------------|
| CASH, BDP, AND MMFs | 100.00% | \$1,570,295.73 | \$156.68 |

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 % |
|--------------------|------------------------|------------|-----------------------|------------------------|---------------------------------|-----------------|
| TOTAL VALUE | 100.00% | | \$1,570,295.73 | N/A | \$156.68 | 0.01% |

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.

Morgan Stanley

CLIENT STATEMENT | For the Period March 1-31, 2021

Page 6 of 6

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 | \$1,570,295.73 | — | — | — | — | — |
| TOTAL ALLOCATION OF ASSETS | \$1,570,295.73 | — | — | — | — | — |

ACTIVITY

CASH FLOW ACTIVITY BY DATE

| Activity Date | Settlement Date | Activity Type | Description | Comments | Quantity | Price | Credits/(Debits) |
|-----------------------------|-----------------|-----------------|--------------------------------|----------------------|----------|-------|------------------|
| 3/31 | | Dividend | MS U.S. GOVT MONEY MARKET TR | | | | \$0.99 |
| 3/31 | | Interest Income | MORGAN STANLEY BANK N.A. | (Period 03/01-03/31) | | | 10.34 |
| 3/31 | | Interest Income | MORGAN STANLEY PRIVATE BANK NA | (Period 03/01-03/31) | | | 2.08 |
| NET CREDITS/(DEBITS) | | | | | | | \$13.41 |

MONEY MARKET FUND (MMF) AND BANK DEPOSIT PROGRAM ACTIVITY

| Activity Date | Activity Type | Description | Credits/(Debits) |
|--------------------------------|----------------------|------------------------------|------------------|
| 3/31 | Automatic Investment | BANK DEPOSIT PROGRAM | \$10.34 |
| 3/31 | Automatic Investment | BANK DEPOSIT PROGRAM | 2.08 |
| 3/31 | Automatic Investment | MS U.S. GOVT MONEY MARKET TR | 0.99 |
| NET ACTIVITY FOR PERIOD | | | \$13.41 |

MESSAGES

Consolidated Statement of Financial Condition (in millions of dollars):

At December 31, 2020 Morgan Stanley Smith Barney LLC had net capital of \$2,030 which exceeded the Securities and Exchange Commission's minimum requirement by \$1,842. A copy of the Morgan Stanley Smith Barney LLC Consolidated Statement of Financial Condition at December 31, 2020 can be viewed online at: http://www.morganstanley.com/about-us-ir/shareholder/morganstanley_smithbarney_llc.pdf, or may be mailed to you at no cost by calling 1 (866) 825-1675, after March 15, 2021.

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.



PACIFIC PREMIER BANK

17901 VON KARMAN 12TH FLOOR
IRVINE, CA 92614

00110-001-P080N-04012021-LN1133P2

LOAN BILLING NOTICE

Date 03/31/2021
Account No. 1070097716

Page 1 of 1

LAURELMONT COMMUNITY ASSOCIATION
27051 TOWNE CENTRE DR STE 200
FOOTHILL RANCH CA 92610-2819

Customer Service: 888-414-1005

RECEIVED
APR 14 2021

Summary of Account Activity

Payment Information

COMMERCIAL LOAN

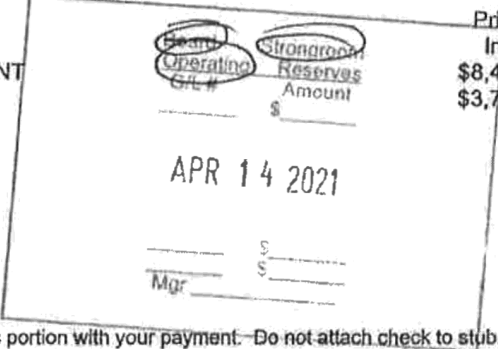
Beginning Balance \$869,332.66
Ending Balance \$860,908.62
Interest Rate 5.58000%

Principal Due \$8,060.29
Interest Due \$4,136.66
Other \$0.00
PAST DUE \$0.00
TOTAL DUE \$12,196.95



Transaction Activity

Table with columns: Eff Date, Description, Principal, Interest, Escrow, Other. Entry: 03/15/2021 AUTO TRANSFER PAYMENT



Please return this portion with your payment. Do not attach check to stub.



LAURELMONT COMMUNITY ASSOCIATION
27051 TOWNE CENTRE DR STE 200
FOOTHILL RANCH CA 92610-2819

Due Date 04/15/2021
Account 1070097716

A transfer from Account 1800073754 is scheduled for 04/15/2021.
A Late Charge of \$609.85 will be assessed if payment received after 04/25/2021.

Total Due \$12,196.95

Please Remit Payment to:

PACIFIC PREMIER BANK
PO BOX 7068
PASADENA CA 91109 -7068

Amount Enclosed: \$

508810000001070097716720000001219695041520210000000000000000

AGED OWNER BALANCES: AS OF Mar. 31, 2021
ACCOUNT NUMBER SEQUENCE

* - Previous Owner or Renter

| ACCOUNT # | UNIT # | NAME/ADDRESS | CURRENT | OVER 15 | OVER 45 | OVER 75 | TOTAL |
|-----------|--------|----------------------------|---------|---------|---------|---------|---------|
| 145401190 | 190 | Cheryl Rice | 0.00 | 0.85 | 0.00 | 0.00 | 0.85 |
| 145404184 | 184 | Noreen Stacy Dunlap | 0.00 | 480.70 | 0.00 | 0.00 | 480.70 |
| 145407179 | 179 | Dawn M Burgess | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145413171 | 171 | Mark Cody | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145424170 | 170 | Brian J Salmen | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145435123 | 123 | Qual Interm For Eri Wilson | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145445142 | 142 | Michael A Rodriguez | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145448145 | 145 | Brian D Campbell | 0.00 | 3474.62 | 0.00 | 0.00 | 3474.62 |
| 145460155 | 155 | Nancy A Watteyne | 0.00 | 160.00 | 0.00 | 0.00 | 160.00 |
| 145463134 | 134 | Frank C Schwartzenburg | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145468130 | 130 | Susan Oshiro | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145482014 | 014 | Kiran Menon Vapalla | 0.00 | 502.70 | 0.00 | 0.00 | 502.70 |
| 145482014 | 014 | Sid Ross* | 0.00 | 22.85 | 0.00 | 0.00 | 22.85 |
| 145487519 | 019 | Lorraine Passero | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145489123 | 023 | Cynthia M Tyler | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145501054 | 054 | James T Mcnamee | 0.00 | 530.22 | 0.00 | 0.00 | 530.22 |
| 145502352 | 052 | Ronald T Rurup | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145506546 | 046 | Guillermo Alvarez | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145510440 | 040 | Kenneth Carter | 479.85- | 0.00 | 0.00 | 0.00 | 479.85- |
| 145511738 | 038 | Christine A Muzyka | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145521435 | 035 | Thomas Liebl | 0.00 | 482.37 | 0.00 | 0.00 | 482.37 |
| 145525643 | 043 | Craig T Petrime Casey | 0.00 | 166.70 | 0.00 | 0.00 | 166.70 |
| 145526949 | 049 | Glen Jeffries | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145545077 | 077 | Brian Donald Emerson | 0.00 | 4699.92 | 0.00 | 0.00 | 4699.92 |
| 145546379 | 079 | Kraig D Margulies | 0.00 | 6635.89 | 0.00 | 0.00 | 6635.89 |
| 145568108 | 108 | Patricia Brauchler | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145571105 | 105 | Robert Lewis Williston | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145573103 | 103 | Anthony Bo Fairclough | 0.00 | 0.58 | 0.00 | 0.00 | 0.58 |
| 145574102 | 102 | Javad Sherkat-Andjoma | 0.00 | 27.75 | 0.00 | 0.00 | 27.75 |
| 145588791 | 091 | Renee Hernandez | 0.00 | 0.85 | 0.00 | 0.00 | 0.85 |
| 145589094 | 094 | Marlene Dee Saile | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 145591398 | 098 | Linda J Eddy | 0.00 | 0.76 | 0.00 | 0.00 | 0.76 |
| 193147131 | 131 | HJ Bird-Gipson | 0.00 | 77.79 | 0.00 | 0.00 | 77.79 |
| 201953196 | 196 | Bret Lanners | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 202594139 | 139 | Andrew B Simon | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 215030191 | 191 | Michael S Bowman | 0.00 | 0.70 | 0.00 | 0.00 | 0.70 |
| 217053086 | 086 | Saeed Amirinazari | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 232102143 | 143 | Hamid Arshadi TTEE | 0.00 | 70.70 | 0.00 | 0.00 | 70.70 |
| 236774162 | 162 | Brooke Granata | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 236774162 | 162 | John Poor* | 0.00 | 457.00 | 0.00 | 0.00 | 457.00 |
| 240429372 | 072 | Jason Viernes Lopez | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |
| 240872375 | 075 | Jacqueline Orloff | 0.00 | 479.85 | 0.00 | 0.00 | 479.85 |

TOTAL:

479.85-

28349.65

0.00

0.00

27869.80

AGED OWNER BALANCES: AS OF Mar. 31, 2021
ACCOUNT NUMBER SEQUENCE

* - Previous Owner or Renter

| ACCOUNT # | UNIT # | NAME/ADDRESS | CURRENT | OVER 15 | OVER 45 | OVER 75 | TOTAL |
|-----------|--------|--------------|---------|---------|---------|---------|-------|
|-----------|--------|--------------|---------|---------|---------|---------|-------|

REPORT SUMMARY

| CODI N/A | DESCRIPTION | ACCOUNT # | CURRENT | OVER 15 | OVER 45 | OVER 75 | TOTAL |
|-------------|-----------------|-----------|---------|----------|---------|---------|----------|
| A1 | ASSESSMENT | 1200 | 479.85- | 11037.40 | 0.00 | 0.00 | 10557.55 |
| 14 | Balance Forward | 1200 | 0.00 | 17312.25 | 0.00 | 0.00 | 17312.25 |
| GRAND TOTAL | | | 479.85- | 28349.65 | 0.00 | 0.00 | 27869.80 |

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | ELINQUENCY AMOUNT |
|----------------|---------------------|-------------------|
| 01200 | Accounts Receivable | 27869.80 |
| TOTAL | | \$27869.80 |

PREPAYS AS OF Mar. 31, 2021
Account Number Sequence

* - Previous Owner or Renter

| NAME ADDRESS | LOT NUMBER | ACCOUNT NUMBER | PREPAID AMOUNT |
|------------------------|---------------|-------------------|-------------------|
| CURRENT OWNERS | | | |
| Mohammad Mohsenzadeh | 193 | 145399193 | 479.85 |
| Shahindokht Majidi | 186 | 145403186 | 479.85 |
| Dean Howard Becker | 180 | 145406180 | 479.85 |
| Elisha M Back | 167 | 145415167 | 479.85 |
| Hamid Zandieh | 119 | 145433119 | 479.85 |
| Christopher Dransfield | 127 | 145437127 | 479.85 |
| Rhonda L Kerr | 141 | 145444141 | 0.26 |
| Michael A Rodriguez | 142 | 145445142 | 20.15 |
| Eric M Schaff | 146 | 145449146 | 479.85 |
| Mark D Little | 147 | 145450147 | 40.45 |
| Linda Long | 152 | 145454152 | 0.10 |
| Nikolay Enev | 159 | 145458159 | 0.45 |
| Ann Michael | 157 | 145459157 | 20.15 |
| Michael C Gore | 136 | 145464136 | 479.85 |
| Michael Khamis | 124 | 145471124 | 0.38 |
| Lorraine Passero | 019 | 145487519 | 397.00 |
| Thomas Lacerra | 050 | 145503650 | 0.45 |
| Steven Button | 047 | 145505247 | 0.15 |
| Christine A Muzyka | 038 | 145511738 | 479.85 |
| Jerry Cagle | 030 | 145517530 | 479.85 |
| Kimberly Razi | 060 | 145533760 | 79.85 |
| Mikael B Modeer | 081 | 145547681 | 0.30 |
| Jacob Shumate | 084 | 145549284 | 457.00 |
| Kathleen A Garrett | 069 | 145553169 | 0.04 |
| Jill Boultinghouse | 117 | 145558117 | 20.15 |
| Raymond M Lewis | 107 | 145569107 | 490.15 |
| Robert Lewis Williston | 105 | 145571105 | 100.15 |
| 11851 Lambert LLC | 093 | 145580393 | 1,799.30 |
| Darcy Lynn Morgenstern | 088 | 145586188 | 479.85 |
| Renee Hernandez | 091 | 145588791 | 405.00 |
| Benjamin Thompson | 092 | 145588792 | 959.70 |
| Marlene Dee Saile | 094 | 145589094 | 479.85 |
| Linda M Magginetti | 181 | 192236181 | 278.00 |
| HJ Bird-Gipson | 131 | 193147131 | 80.00 |
| Brian Moriarty | 156 | 195164156 | 479.85 |
| Bret Lanners | 196 | 201953196 | 10.00 |
| Andrew B Simon | 139 | 202594139 | 479.85 |
| Bahareh Ershadi | 114 | 209059114 | 0.45 |
| Danette Perrotta | 090 | 210901990 | 22.85 |

PREPAYS AS OF Mar. 31, 2021
Account Number Sequence

* - Previous Owner or Renter

| NAME ADDRESS | LOT NUMBER | ACCOUNT NUMBER | PREPAID AMOUNT |
|-----------------------|---------------|-------------------|-------------------|
| Saeed Amirinazari | 086 | 217053086 | 397.00 |
| Brady Matthew Barrows | 006 | 221492006 | 479.85 |
| Donna Mei Bradley | 076 | 235542376 | 479.85 |
| Kathleen D Alonso | 112 | 239786112 | 479.85 |
| Victoria Gerson | 106 | 242006106 | 479.85 |
| Nicholas Angelillo* | 112 | 239786112 | 411.30 |
| | | | ===== |
| TOTAL HOMES: | 45 | TOTAL PREPAYS | 14,628.08 |
| | | TOTAL DISTR: PP | 14,628.08 |

Laurelmont Community Association

Activity Report
From 03/01/21 To 03/31/21

* - Previous Owner or Renter

| Sorted by | | Beginning | Charges | Payments | Adjustment(+/-) | Ending | | | |
|----------------|----------------|------------|----------|----------|-----------------|--------|------|--------|------------|
| Account Number | Name | Balance | Date | Amount | Date | Amount | Date | Amount | Balance |
| 145397195 | MCCORD | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 145398194 | NOLTERIEKE | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |
| 145399193 | MOHSENZADEH | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | |
| | | | | | 03/15/21 | 479.85 | | | \$479.85CR |
| 145400192 | SHUTO | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145401190 | RICE | \$0.85 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.85 |
| 145402188 | WERNER | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145403186 | MAJIDI | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | |
| | | | | | 03/11/21 | 479.85 | | | \$479.85CR |
| 145404184 | DUNLAP | \$0.85 | 03/01/21 | 479.85 | | | | | \$480.70 |
| 145406180 | BECKER | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | |
| | | | | | 03/15/21 | 479.85 | | | \$479.85CR |
| 145407179 | BURGESS | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 145410176 | BETZ | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145411175 | DOOLEY | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | \$0.00 |
| 145412173 | ELKINS | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145413171 | CODY | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 145414169 | BEVERLY | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 145415167 | BACK | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | |
| | | | | | 03/12/21 | 479.85 | | | \$479.85CR |
| 145416165 | PORTNER-CLARK | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 145418161 | MIRZAEIARAASHI | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145419160 | WHITT | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 145421164 | KALINSKY | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145424170 | SALMEN | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 145425172 | HEMIGHAUS | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145426174 | FELICIANO | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |
| 145428183 | LEIBEL | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 145429185 | SPIEGEL | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 145431189 | GENERAUX | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145433119 | ZANDIEH | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | |
| | | | | | 03/15/21 | 479.85 | | | \$479.85CR |
| 145434121 | BUTH | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | \$0.00 |
| 145435123 | WILSON | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 145437127 | DRANSFIELD | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | |
| | | | | | 03/26/21 | 479.85 | | | \$479.85CR |
| 145438129 | CANNON | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | \$0.00 |
| 145444141 | KERR | \$0.11CR | 03/01/21 | 479.85 | 03/16/21 | 480.00 | | | \$0.26CR |
| 145445142 | RODRIGUEZ | \$479.85 | 03/01/21 | 479.85 | 03/18/21 | 500.00 | | | \$459.70 |
| 145447144 | HO | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |
| 145448145 | CAMPBELL | \$3,494.77 | 03/01/21 | 479.85 | 03/22/21 | 500.00 | | | \$3,474.62 |
| 145449146 | SCHAFF | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | |
| | | | | | 03/31/21 | 479.85 | | | \$479.85CR |
| 145450147 | LITTLE | \$40.30CR | 03/01/21 | 479.85 | 03/18/21 | 240.00 | | | |
| | | | | | 03/18/21 | 240.00 | | | \$40.45CR |
| 145452149 | ARNOLD | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 145454152 | LONG | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.95 | | | \$0.10CR |
| 145455154 | HROBSKY | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 145457158 | EDWARDS | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |

Laurelmont Community Association

Activity Report
From 03/01/21 To 03/31/21

* - Previous Owner or Renter

| Sorted by | | Beginning | Charges | Payments | Adjustment(+/-) | Ending | | | |
|----------------|-----------------|------------|----------|----------|-----------------|--------|----------|---------|------------|
| Account Number | Name | Balance | Date | Amount | Date | Amount | Date | Amount | Balance |
| 145458159 | ENEV | \$0.30CR | 03/01/21 | 479.85 | 03/12/21 | 480.00 | | | \$0.45CR |
| 145459157 | MICHAEL | \$20.15CR | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$20.15CR |
| 145460155 | WATTEYNE | \$160.00 | 03/01/21 | 479.85 | 03/21/21 | 479.85 | | | \$160.00 |
| 145461153 | RUBERY | \$0.00 | 03/01/21 | 479.85 | 03/26/21 | 479.85 | | | \$0.00 |
| 145462151 | GROGAN-SINCLAIR | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145463134 | SCHWAARTZENBUF | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 145464136 | GORE | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | |
| | | | | | 03/16/21 | 479.85 | | | \$479.85CR |
| 145465138 | KUGLER | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145467132 | AKAZAWA | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145468130 | OSHIRO | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 145469128 | LEWKOWICZ | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145471124 | KHAMIS | \$0.38CR | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.38CR |
| 145472122 | KASAVAN | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145474901 | EVERETT | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145476503 | KNOTT | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145478107 | DANNA | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 145479409 | COLLINS | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145481713 | EGAN | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 145482014 | VAPALLA | \$22.85 | 03/01/21 | 479.85 | | | | | \$502.70 |
| | *ROSS | \$22.85 | | | | | | | \$22.85 |
| 145483315 | MARCOSE | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145484616 | SIKES | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |
| 145485917 | RACHEDI | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 145486218 | PELLINO | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | \$0.00 |
| 145487519 | PASSERO | \$397.00CR | 03/01/21 | 479.85 | 03/10/21 | 479.85 | 03/11/21 | 479.85+ | \$82.85 |
| 145488821 | SATTERLEE-HEENE | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 145489123 | TYLER | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 145490128 | LACA | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145492724 | WATERS | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145493022 | MAC GILVARY | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145494320 | LEHRER | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 145495612 | MAHAJAN | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |
| 145496910 | FARIMAH | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 145497208 | MATTOS | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145499804 | BIVENS | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145500755 | THOM | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145501054 | MCNAMEE | \$50.37 | 03/01/21 | 479.85 | | | | | \$530.22 |
| 145502352 | RURUP | \$479.85 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$479.85 |
| 145503650 | LACERRA | \$0.30CR | 03/01/21 | 479.85 | 03/16/21 | 480.00 | | | \$0.45CR |
| 145504948 | BUSANSKY | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145505247 | BUTTON | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 480.00 | | | \$0.15CR |
| 145506546 | ALVAREZ | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 145507845 | PERKINS | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145508144 | CHREST | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145509442 | GUREGHIAN | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 497.85 | 03/15/21 | 497.85+ | |
| | | | | | 03/15/21 | 479.85 | | | \$0.00 |

Laurelmont Community Association

Activity Report
From 03/01/21 To 03/31/21

* - Previous Owner or Renter

| Sorted by | | Beginning | Charges | Payments | Adjustment(+/-) | Ending |
|----------------|---------------|------------|----------|----------|-----------------|------------|
| Account Number | Name | Balance | Date | Amount | Date | Amount |
| 145510440 | CARTER | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| | | | | | 03/31/21 | 479.85 |
| | | | | | | \$479.85CR |
| 145511738 | MUZYKA | \$479.85CR | 03/01/21 | 479.85 | | \$0.00 |
| 145512036 | DUNLAP | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 |
| 145514633 | SCHOENLOH | \$0.00 | 03/01/21 | 479.85 | 03/05/21 | 479.85 |
| 145515932 | TRUSTEES | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 |
| 145516231 | GALPIN | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145517530 | CAGLE | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 |
| | | | | | 03/31/21 | 479.85 |
| | | | | | | \$479.85CR |
| 145518829 | FARRELL | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 |
| 145519127 | MARTIN | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 |
| 145520125 | WALTHER | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145521435 | LIEBL | \$2.52 | 03/01/21 | 479.85 | | \$482.37 |
| 145522737 | PAULSON | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 |
| 145523039 | LOW | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145524341 | JONES | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145525643 | CASEY | \$166.70 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145526949 | JEFFRIES | \$0.00 | 03/01/21 | 479.85 | | \$479.85 |
| 145527251 | PARGAS | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 |
| 145528553 | AMED | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 |
| 145529856 | RUBIO | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145530857 | DOWNES | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145531158 | FENTON | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 |
| 145533760 | RAZI | \$79.85CR | 03/01/21 | 479.85 | 03/16/21 | 479.85 |
| 145534062 | VIGIL | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145535364 | MACHEN | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145536666 | GODBOUT | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 |
| 145537968 | HYDE | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145539571 | FAZIO | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 |
| 145541873 | PENN | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 |
| 145542174 | GRANE | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 |
| 145545077 | EMERSON | \$4,220.07 | 03/01/21 | 479.85 | | \$4,699.92 |
| 145546379 | MARGULIES | \$6,635.89 | 03/01/21 | 479.85 | 03/22/21 | 479.85 |
| 145547681 | MODEER | \$0.15CR | 03/01/21 | 479.85 | 03/12/21 | 480.00 |
| 145548983 | SABELLA | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145549284 | SHUMATE | \$457.00CR | 03/01/21 | 479.85 | 03/08/21 | 479.85 |
| 145551580 | BASHE | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 |
| 145552878 | O'BUCHON | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 |
| 145553169 | GARRETT | \$0.04CR | 03/01/21 | 479.85 | 03/25/21 | 479.85 |
| 145554467 | BECK | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145557361 | BROWN | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 |
| 145558117 | BOULTINGHOUSE | \$0.00 | 03/01/21 | 479.85 | 03/25/21 | 500.00 |
| 145559115 | CHIDIAC | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 |
| 145560113 | WOLF | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 |
| 145561118 | DUPUY | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 |
| 145562116 | BREWER | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 |
| 145566110 | VEEDER | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 |
| 145567109 | CICINELL | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 |
| 145568108 | BRAUCHLER | \$0.00 | 03/01/21 | 479.85 | | \$479.85 |

Laurelmont Community Association

Activity Report
From 03/01/21 To 03/31/21

* - Previous Owner or Renter

| Sorted by | Beginning | Charges | Payments | Adjustment(+/-) | Ending | | | | |
|----------------|-----------------|--------------|----------|-----------------|----------|--------|----------|---------|--------------|
| Account Number | Name | Balance | Date | Amount | Date | Amount | Date | Amount | Balance |
| 145569107 | LEWIS | \$10.30CR | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | |
| | | | | | 03/29/21 | 479.85 | | | \$490.15CR |
| 145571105 | WILLISTON | \$100.15CR | 03/01/21 | 479.85 | | | | | \$379.70 |
| 145572104 | ROSALES | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 145573103 | FAIRCLOUGH | \$0.58 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.58 |
| 145574102 | SHERKAT-ANDJOM, | \$27.75 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | \$27.75 |
| 145575101 | ZEKAVATI | \$0.00 | 03/01/21 | 479.85 | 03/05/21 | 479.85 | | | \$0.00 |
| 145576100 | GOODCHILD | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145577799 | TONEY | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145578097 | FOLDING | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 145580393 | 11851 | \$1,799.30CR | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$1,799.30CR |
| 145582989 | ST PIERRE | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 145584585 | KACINSKAS | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 145586188 | MORGENSTERN | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | |
| | | | | | 03/31/21 | 479.85 | | | \$479.85CR |
| 145588791 | HERNANDEZ | \$405.00CR | 03/01/21 | 479.85 | 03/12/21 | 479.00 | | | \$404.15CR |
| 145588792 | THOMPSON | \$479.85CR | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | |
| | | | | | 03/12/21 | 479.85 | | | \$959.70CR |
| 145589094 | SAILE | \$0.00 | 03/01/21 | 479.85 | 03/01/21 | 479.85 | | | \$0.00 |
| 145590096 | MINDER | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 145591398 | EDDY | \$0.76 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.76 |
| 192236181 | MAGGINETTI | \$278.00CR | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$278.00CR |
| 192926135 | GREEN | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 193147131 | BIRD-GIPSON | \$77.79 | 03/01/21 | 479.85 | 03/11/21 | 559.85 | | | \$2.21CR |
| 194359166 | LOCKETT | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 194560163 | BLACK | \$0.00 | 03/01/21 | 479.85 | 03/05/21 | 479.85 | | | \$0.00 |
| 195164156 | MORIARTY | \$479.85CR | 03/01/21 | 479.85 | 03/29/21 | 479.85 | | | \$479.85CR |
| 201953196 | LANNERS | \$10.00CR | 03/01/21 | 479.85 | | | | | \$469.85 |
| 202594139 | SIMON | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | \$0.00 |
| 204278177 | JAMES | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 206862150 | MILLER | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 209059114 | ERSHADI | \$0.30CR | 03/01/21 | 479.85 | 03/15/21 | 480.00 | | | \$0.45CR |
| 209453511 | SANDACZ | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |
| 210174559 | DAY | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | \$0.00 |
| 210901990 | PERROTTA | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 502.70 | | | \$22.85CR |
| 212193287 | MCKENNA | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 212767795 | PLOSKER | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 215030191 | BOWMAN | \$0.70 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.70 |
| 216061826 | SAER | \$0.00 | 03/01/21 | 479.85 | 03/08/21 | 479.85 | | | \$0.00 |
| 216432634 | HOFFNAGLE | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 217053086 | AMIRINAZARI | \$397.00CR | 03/01/21 | 479.85 | 03/10/21 | 479.85 | 03/16/21 | 479.85+ | \$82.85 |
| 217071140 | DAGGER | \$0.00 | 03/01/21 | 479.85 | 03/22/21 | 479.85 | | | \$0.00 |
| 219553120 | RAUP | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |
| 220050702 | BRADFORD | \$0.00 | 03/01/21 | 479.85 | 03/26/21 | 479.85 | | | \$0.00 |
| 220676382 | ENCIN | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$0.00 |
| 221122125 | CHEN | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 221191163 | WHITFIELD | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 221492006 | BARROWS | \$0.00 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$479.85CR |

Laurelmont Community Association

Activity Report From 03/01/21 To 03/31/21

* - Previous Owner or Renter

| Sorted by Account Number | Name | Beginning Balance | Charges Date | Amount | Payments Date | Amount | Adjustment(+/-) Date | Amount | Ending Balance |
|-----------------------------|---------------|----------------------|-----------------|------------------|------------------|------------------|-------------------------|-----------------|--------------------|
| 225385505 | HADJEGHAFFAIR | \$91.50 | 03/01/21 | 479.85 | 03/29/21 | 571.35 | | | \$0.00 |
| 228538133 | KIM | \$0.00 | 03/01/21 | 479.85 | 03/15/21 | 479.85 | | | \$0.00 |
| 228883178 | GIBSON | \$0.00 | 03/01/21 | 479.85 | 03/12/21 | 479.85 | | | \$0.00 |
| 228928187 | VANDUSEN | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 229512148 | ROLLINS | \$0.00 | 03/01/21 | 479.85 | 03/23/21 | 479.85 | | | \$0.00 |
| 232102143 | ARSHADI | \$70.70 | 03/01/21 | 479.85 | 03/16/21 | 479.85 | | | \$70.70 |
| 232303170 | FUIJARRO | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 234001197 | JAMISON | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 234742182 | AMIROF | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 234772965 | LEWIS | \$0.00 | 03/01/21 | 479.85 | 03/11/21 | 479.85 | | | \$0.00 |
| 235415126 | NGUYEN | \$0.00 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$0.00 |
| 235466168 | ADHIKARI | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$0.00 |
| 235542376 | BRADLEY | \$479.85CR | 03/01/21 | 479.85 | 03/26/21 | 479.85 | | | \$479.85CR |
| 235663137 | WONG | \$0.00 | 03/01/21 | 479.85 | 03/27/21 | 479.85 | | | \$0.00 |
| 236774162 | GRANATA | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| | *POOR | \$457.00 | | | | | | | \$457.00 |
| 238250111 | CUTTING | \$22.85 | 03/01/21 | 479.85 | 03/25/21 | 502.70 | | | \$0.00 |
| 239786112 | ALONSO | \$0.00 | 03/01/21 | 479.85 | 03/10/21 | 479.85 | | | \$479.85CR |
| | *ANGELILLO | \$411.30CR | | | 03/12/21 | 479.85 | | | \$411.30CR |
| 240429372 | LOPEZ | \$0.00 | 03/01/21 | 479.85 | | | | | \$479.85 |
| 240872375 | ORLOFF | \$479.85 | 03/01/21 | 479.85 | 03/18/21 | 479.85 | | | \$479.85 |
| 242006106 | GERSON | \$0.00 | 03/01/21 | 479.85 | 03/31/21 | 959.70 | | | \$479.85CR |
| TOTAL: | | \$10,640.57 | | 94,530.45 | | 93,386.85 | | 1,457.55 | \$13,241.72 |