

Montage

Annual Financials



MONTAGE HOMEOWNERS ASSOCIATION

REVIEWED FINANCIAL STATEMENTS
WITH SUPPLEMENTARY INFORMATION

FOR THE YEAR ENDED FEBRUARY 28, 2018

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**RONALD E. GRUND, C.P.A.
P.O. BOX 420163
SAN DIEGO, CALIFORNIA 92142
(619) 602-4294**

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

MONTAGE HOMEOWNERS ASSOCIATION

THE BOARD OF DIRECTORS

I have reviewed the accompanying financial statements of MONTAGE HOMEOWNERS ASSOCIATION, which comprise the balance sheet as of February 28, 2018, and the related statements of revenues and expenses and changes in fund balances, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Association's management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

Management's Responsibility for the Financial Statements

The Board of Directors is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

My responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

**RONALD E. GRUND, C.P.A.
P.O. BOX 420163
SAN DIEGO, CALIFORNIA 92142
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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

MONTAGE HOMEOWNERS ASSOCIATION

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Accountant's Conclusion

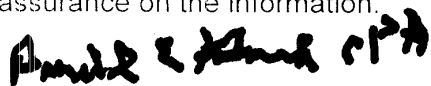
Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Prior Period Financial Statements

I previously reviewed MONTAGE HOMEOWNERS ASSOCIATION's February 28, 2017 financial statements and in the conclusion to my report dated May 4, 2017 stated that based on my procedures, I was not aware of any material modifications that should be made to the February 28, 2017 financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America. I am not aware of any material modifications that should be made to the summarized comparative information presented herein as of and for the year ended February 28, 2017, for it to be consistent with the reviewed financial statements from which it has been derived.

Other Matter - Required Supplementary Information

Accounting principles generally accepted in the United States of America require that information about future major repairs and replacements of common property on the last page of this report be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Financial Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. I have not performed an audit, review, or compilation on the required supplementary information and, accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on the information.

A handwritten signature in black ink, appearing to read "Ronald E. Grund CPA".

RONALD E. GRUND, C.P.A.

March 29, 2018

San Diego, California

MONTAGE HOMEOWNERS ASSOCIATION
BALANCE SHEET
FEBRUARY 28, 2018
(with comparative totals for 2017)

	2018			2017	
	OPERATING FUND	REPLACEMENT FUND	TOTAL FUNDS	TOTAL FUNDS	
ASSETS					
CASH (including interest bearing)	\$ 118,404	\$ 159,456	\$ 277,860	\$ 547,848	
INVESTMENT - CERTIFICATE OF DEPOSIT	-	228,739	228,739	-	
ASSESSMENTS RECEIVABLE	11,267	-	11,267	39,412	
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(7,627)	-	(7,627)	(32,161)	
PREPAID INSURANCE	5,390	-	5,390	3,376	
TOTAL ASSETS	<u>\$ 127,434</u>	<u>\$ 388,195</u>	<u>\$ 515,629</u>	<u>\$ 558,475</u>	
LIABILITIES AND FUND BALANCE					
ACCOUNTS PAYABLE - TRADE	\$ 6,795	\$ -	\$ 6,795	\$ 4,543	
INCOME TAXES PAYABLE	841	-	841	412	
ASSESSMENTS RECEIVED IN ADVANCE	2,385	-	2,385	2,112	
TOTAL LIABILITIES	10,021	-	10,021	7,067	
FUND BALANCE	117,413	388,195	505,608	551,408	
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 127,434</u>	<u>\$ 388,195</u>	<u>\$ 515,629</u>	<u>\$ 558,475</u>	

SEE ACCOMPANYING NOTES TO THE FINANCIAL STATEMENTS
AND INDEPENDENT ACCOUNTANTS REVIEW REPORT.

MONTAGE HOMEOWNERS ASSOCIATION
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED FEBRUARY 28, 2018
(with comparative totals for 2017)

	2018		2017
	OPERATING FUND	REPLACEMENT FUND	TOTAL FUNDS
REVENUES			
REGULAR ASSESSMENTS	\$ 175,668	\$ 56,744	\$ 232,412
OTHER, MISCELLANEOUS	2,087	2,643	4,730
TOTAL REVENUES	177,755	59,387	237,142
EXPENSES			
UTILITIES			
WATER AND SEWER	26,567	-	26,567
GAS AND ELECTRICITY	12,925	-	12,925
TRASH REMOVAL	18,845	-	18,845
TOTAL UTILITIES	58,337	-	58,337
GROUPS AND FACILITIES			
REPAIRS AND REPLACEMENTS	-	120,276	120,276
LANDSCAPE MAINTENANCE & SUPPLIES	20,802	-	20,802
COMMON AREA REPAIRS & SUPPLIES	23,691	-	23,691
POOL SUPPLIES & REPAIRS	8,440	-	8,440
PEST CONTROL	2,845	-	2,845
SECURITY	3,473	-	3,473
JANITORIAL SERVICE	4,020	-	4,020
TOTAL GROUPS AND FACILITIES	63,271	120,276	183,547
ADMINISTRATIVE AND GENERAL			
LICENSE AND FEES	708	-	708
OFFICE SUPPLIES, POSTAGE, etc.	4,576	-	4,576
PROFESSIONAL FEES	5,141	-	5,141
ASSOCIATION MANAGEMENT	18,600	-	18,600
INSURANCE	9,134	-	9,134
BAD DEBTS	2,058	-	2,058
TOTAL ADMINISTRATIVE AND GENERAL	40,217	-	40,217
FEDERAL AND STATE INCOME TAXES	841	-	841
TOTAL EXPENSES	162,666	120,276	282,942
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	15,089	(60,889)	(45,800)
INTERFUND TRANSFERS			
FUND BALANCE, BEGINNING OF YEAR	102,324	449,084	551,408
FUND BALANCE, END OF YEAR	\$ 117,413	\$ 388,195	\$ 505,608

SEE ACCOMPANYING NOTES TO THE FINANCIAL STATEMENTS
AND INDEPENDENT ACCOUNTANT'S REVIEW REPORT

**MONTAGE HOMEOWNERS ASSOCIATION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED FEBRUARY 28, 2018
(with comparative totals for 2017)**

	<u>2018</u>			<u>2017</u>
	<u>OPERATING FUND</u>	<u>REPLACEMENT FUND</u>	<u>TOTAL FUNDS</u>	<u>TOTAL FUNDS</u>
CASH FLOWS FROM:				
OPERATING ACTIVITIES:				
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 15,089	\$ (60,889)	\$ (45,800)	\$ 81,704
(INCREASE) DECREASE IN:				
ACCOUNTS RECEIVABLE	3,611	-	3,611	(3,606)
PREPAID INSURANCE	(2,014)	-	(2,014)	1,545
INCREASE (DECREASE) IN:				
ACCOUNTS PAYABLE	2,252	-	2,252	(45,808)
INCOME TAXES PAYABLE	429	-	429	270
ASSESSEMENTS RECEIVED IN ADVANCE	273	-	273	(569)
NET INCREASE (DECREASE) IN CASH FROM OPERATING ACTIVITIES	19,640	(60,889)	(41,249)	33,536
FINANCING ACTIVITIES:				
PURCHASE OF INVESTMENTS/INTEREST EARNED		(228,739)	(228,739)	-
INTERFUND TRANSFERS	-	-	-	-
NET INCREASE (DECREASE) IN CASH FROM FINANCING ACTIVITIES	-	(228,739)	(228,739)	-
NET INCREASE (DECREASE) IN CASH FOR THE YEAR	19,640	(289,628)	(269,988)	33,536
CASH AND CASH EQUIVALENTS AT:				
BEGINNING OF YEAR	98,764	449,084	547,848	514,312
END OF YEAR	\$ 118,404	\$ 159,456	\$ 277,860	\$ 547,848

SUPPLEMENTAL DISCLOSURES: INCOME TAXES PAID - \$ 412

SEE ACCOMPANYING NOTES TO THE FINANCIAL STATEMENTS
AND INDEPENDENT ACCOUNTANT'S REVIEW REPORT

MONTAGE HOMEOWNERS ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
FEBRUARY 28, 2018

NOTE 1. ORGANIZATION

Montage Homeowners Association is a homeowners association incorporated in the State of California in April 2006. The Association is responsible for the operation and maintenance of the common area and other functions as set forth in the bylaws of the Association. The project consists of 66 units located in San Diego County. The Association is a membership organization governed by an elected board of directors in accordance with its Declaration of Covenants, Conditions and Restrictions, its articles of incorporation, bylaws and published rules and regulations.

NOTE 2. SUMMARY OF ACCOUNTING POLICIES

The accompanying financial statements are presented on the accrual basis of accounting whereas the Association's accounting records are maintained on a modified accrual basis of accounting.

FUND ACCOUNTING:

The Association's governing documents provide certain guidelines for governing its financial activities and the State of California has promulgated laws impacting on the Association's financial accounting. To ensure observance of limitations and restrictions on the use of financial resources, the Association maintains its accounts using fund accounting. Financial resources are classified for accounting and reporting purposes in the following funds established according to their nature and purpose:

Operating Fund - This fund is used to account for financial resources available for the general operations of the Association.

Replacement Fund - This fund is used to accumulate financial resources designated for future repairs and replacements.

PRIOR YEAR COMPARATIVE INFORMATION:

The amounts shown for the year 2017 are included to provide a basis for comparison and present summarized totals only. Accordingly, the amounts are not intended to present all information necessary for a fair presentation in accordance with Accounting principles generally accepted in the United States of America.

MEMBER ASSESSMENTS:

Association members are subject to monthly assessments to provide funds for the Association's operating expenses, future capital acquisitions, and major repairs and replacements. Assessments receivable represent fees due from unit owners.

MONTAGE HOMEOWNERS ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
FEBRUARY 28, 2018

The Association's policy is to pursue collection and enforce its lien rights in respect of delinquent assessments in accordance with its governing documents. Special assessments are recorded as revenue when levied except where the assessment is specifically earmarked for expenditures not yet incurred.

INCOME TAXES:

The Association is subject to federal and state income taxes on its interest income and other non - exempt function income. The Association files its returns as an exempt homeowners association under the applicable federal rules and regulations using Form 1120 H.

PROPERTY AND EQUIPMENT:

The Association complies with the industry audit guide. The Association capitalizes its owned personal property and depreciates these items using the straight - line method of depreciation over the assets estimated useful lives. The Association has not capitalized any personal property under this accounting policy.

Common real property and Association real property associated with the units is not capitalized. Common real property not associated with the units would be capitalized if owned and the property generates significant cash flows or can be sold by the Association and the Association can retain the proceeds. No common real property qualifies for capitalization under this policy.

USE OF ESTIMATES:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

FAIR VALUE OF FINANCIAL INSTRUMENTS:

The recorded value of the Association's financial instruments approximates their fair values. Financial instruments include cash, accounts receivable and accounts payable. The Association's investments (certificate of deposit) are classified as "held to maturity," therefore the investments are carried in the financial statements at amortized cost, and any gain or loss is recorded at their maturity.

**MONTAGE HOMEOWNERS ASSOCIATION
NOTES TO FINANCIAL STATEMENTS
FEBRUARY 28, 2018**

ECONOMIC CONCENTRATIONS:

Substantially all of the Association's revenues are derived from the owners of units located within the condominium development.

SUBSEQUENT EVENTS:

Management has evaluated subsequent events through March 29, 2018 which is the date the financial statements were first available to be issued.

NOTE 3. FUTURE MAJOR REPAIRS AND REPLACEMENTS

The Association's governing documents require funds to be accumulated for future major repairs and replacements of common area components and Association property. Accumulated funds, which aggregate \$ 388,195 at February 28, 2018, are held in separate accounts and are generally not available for operating purposes. It is the Association's policy to allocate interest earned on such funds to the replacement fund.

The Association engaged an independent consultant to prepare a detailed reserve study update as of February 28, 2018. The Association is funding for applicable major repairs and replacements over the estimated useful lives of the components based on estimates of current replacement costs, considering amounts previously accumulated in the replacement fund. Actual expenditure, however, may vary from the estimated amounts and the variations may be material. Therefore, amounts accumulated in the replacement fund may not be adequate to meet future needs. If additional funds are needed, however, the Association has the right, subject to member approval, to increase regular assessments or levy special assessments, or it may delay major repairs and replacements until funds are available. At February 28, 2018, the Association's funded reserves were approximately \$ 163,000 less than the balance recommended at that date by the consultant.

The reader of these financial statements is referred to the complete reserve study for the consultant's assumptions and detail conclusions.

SUPPLEMENTARY INFORMATION

MONTAGE HOMEOWNERS ASSOCIATION
SUPPLEMENTARY INFORMATION ON FUTURE MAJOR REPAIRS
AND REPLACEMENTS
(THIS INFORMATION HAS NOT BEEN COMPILED
REVIEWED OR AUDITED)
FEBRUARY 28, 2018

An independent consultant prepared an updated study as of February 28, 2018 to estimate the remaining useful lives and the current replacement costs of the common area components. Estimated current replacement costs have not been revised since that date and do not take into account the affects of inflation between the date of the study and the date the components will require repair or replacement. To offset, at least in part, the effects of future inflation the Association allocates interest earned on replacement funds to the replacement fund.

The following information is based on the study and presents significant information about the components of common property.

COMPONENT	ESTIMATED REMAINING USEFUL LIFE (YEARS)	ESTIMATED CURRENT REPLACEMENT COST	ACCUMULATED REPLACEMENT REQUIREMENT PER CONSULTANT
ROOFING	0-23	\$ 559,636	\$ 200,093
PAINTING	5,12	142,904	-
ASPHALT	0,13	92,563	51,954
FENCING/RAILS	3-23	185,116	87,368
POOL & SPA AREA	0-6	51,458	49,050
MISCELLANEOUS	0-18	253,858	137,121
CONTINGENCY	-	-	<u>26,279</u>
GRAND TOTALS		<u>\$1,259,535</u>	<u>\$ 551,865</u>

REPLACEMENT FUNDS ON HAND AT FEBRURARY 28, 2018 \$ 388,195

FUNDED PERCENTAGE AT FEBRUARY 28, 2018 70.34%

PLEASE NOTE - THE READER OF THESE FINANCIAL STATEMENTS IS REFERRED TO THE COMPLETE RESERVE STUDY FOR FURTHER INFORMATION AND THE CONSULTANT'S ASSUMPTIONS AND PROCEDURES EMPLOYED IN THE STUDY. THE ASSOCIATION HAS NOT ALLOCATED THE ACCUMULATED FUNDS AT FEBRUARY 29, 2017 TO COMPONENT CATEGORIES TO REFLECT THE LATEST RESERVE STUDY.

SEE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
AND INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Montage

Articles of Incorporation



2876109

RECEIVED

MAY 21 2006

DIVISION

State of California
Secretary of State



I, BRUCE McPHERSON, Secretary of State of the State of California, hereby certify:

3

That the attached transcript of _____ page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

APR 29 2006

A handwritten signature in cursive script, reading "Bruce McPherson".

BRUCE McPHERSON
Secretary of State

ENDORSED - FILED
in the office of the Secretary of State
of the State of California

APR 25 2006

ARTICLES OF INCORPORATION
OF
MONTAGE HOMEOWNERS ASSOCIATION

I

The name of this corporation is Montage Homeowners Association (hereinafter referred to as the "Association").

II

A. This corporation is a nonprofit mutual benefit corporation organized under the Nonprofit Mutual Benefit Corporation Law. The purpose of this corporation is to engage in any lawful act or activity, other than credit union business, for which a corporation may be organized under such law.

B. This corporation does not contemplate pecuniary gain or profit to the members thereof. This corporation is an association formed to manage a common interest development, under the Davis-Stirling Common Interest Development Act, and the specific primary purposes for which it is formed are to provide for management, administration, maintenance, preservation and architectural control of the units and common area within that certain tract of property situated in the City of San Diego, County of San Diego, California, commonly known as Montage ("Project"). Subject to the provisions of the recorded or to be recorded Declaration of Covenants, Conditions and Restrictions of Montage applicable to the development (hereinafter referred to as the "Declaration"), the general purposes and powers of the Association are:

- (1) to promote the health, safety and welfare of the residents within the development;
- (2) to exercise all of the powers and privileges and to perform all of the duties and obligations of the Association arising from the Declaration;
- (3) to fix, levy, collect and enforce payment by any lawful means, all charges or assessments pursuant to the terms of the Declaration and to pay all expenses in connection therewith and all office and other expenses incident to the conduct of the business of the Association, including all licenses, taxes and governmental charges levied or imposed against the property of the Association;
- (4) to acquire (by gift, purchase or otherwise), own, hold, improve, build upon, operate, maintain, convey, sell, lease, transfer, dedicate for public use or otherwise dispose of real or personal property in connection with the affairs of the Association;
- (5) to borrow money, and to mortgage, pledge, deed in trust, or hypothecate any or all of its real or personal property as security for money borrowed or debts incurred;

(6) to have and to exercise any and all powers, rights and privileges which a corporation organized under the Nonprofit Mutual Benefit Corporation Law of the State of California by law may now or hereafter have or exercise; and

(7) to act in the capacity of principal, agent, joint venturer, or partner, or otherwise.

The foregoing statement of purposes shall be construed as a statement both of purposes and of powers, and purposes and powers in each clause shall in no way be limited or restricted by reference to or inference from the terms or provisions of any other clause, but shall be broadly construed as independent purposes and powers. Notwithstanding any of the above statements of purposes and powers, the Association shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purposes of the Association.

III

The initial business address of the Association is: 12235 El Camino Real, Suite 100, San Diego, CA 92130. The nearest front and side streets of the Project are Meadowbrook Lane and South Royal Oak Drive. The zip code is 92114-0000.

IV

This Association is intended to qualify as a Homeowners' Association under the applicable provisions of the Internal Revenue Code, and of the Revenue and Taxation Code of California. No part of the net earnings of this organization shall inure to the benefit of any private individual, except as expressly provided in those Sections with respect to the acquisition, construction, or provision for management, maintenance, and care of the Association property, and other than by a rebate of excess membership dues, fees, or assessments. In the event of the dissolution, liquidation, or winding-up of the Association, upon or after termination of the project, in accordance with provisions of the Declaration, its assets remaining after payment, or provision for payment, of all debts and liabilities of the Association, shall be divided among and distributed to the members in accordance with their respective rights therein.

V

These Articles may be amended only by the affirmative vote (in person or by proxy) or written consent of a majority of the Board of Directors of this Association and the affirmative vote, in person or by proxy, or written consent of Members representing a majority of the voting power of the Association Members which shall include a majority of the votes of Members other than Declarant, or where the Class B membership is still in effect, as provided in the Declaration and the Bylaws, a majority of voting power of Class A membership and of Class B membership. The vote on a proposed amendment to these Articles shall be held by secret written ballot in accordance with the procedures set forth in California Civil Code Section 1363.03 and the rules adopted by the Board of Directors of this Association pursuant thereto.

VI

The authorized number and qualifications of Members of the Association, the different classes of members, if any, the property, voting, and other rights and privileges of Members, and their liability for assessments and the method of collection thereof, shall be as set forth in the Bylaws.

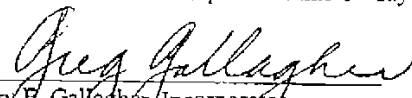
VII

The name of the Association's initial agent for service of process is: Mr. Gregory E. Gallagher. The address of its initial agent is: 12235 El Camino Real Ste 100, San Diego, CA 92130

VIII

The name of the Association's managing agent, as defined in Civil Code § 1363.1, is: As of the date of filing of these Articles of Incorporation, no managing agent has yet been chosen.

IN WITNESS WHEREOF, for the purposes of forming this corporation under the laws of the State of California, the undersigned has executed these Articles of Incorporation this 8th day of March, 2006.



Gregory E. Gallagher, Incorporator



Montage

Budget Packet



MONTAGE Homeowners Association

2026-2027 OPERATING BUDGET

January 27, 2026

Dear Montage Homeowners:

The Board of Directors has approved the enclosed Montage Homeowners Association's 2026-2027 Operating Budget **with an increase of \$10.00** in monthly assessments. For the fiscal year beginning March 1, 2026, **your assessments will be \$330.00 per month.** Operating expenses have increased leading the Board of Directors to raise Association dues.

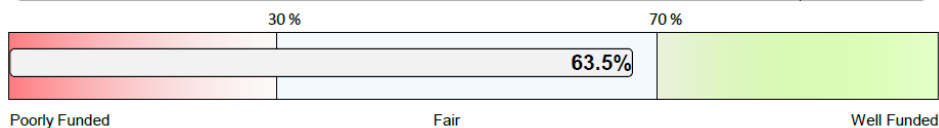
Over the past year, several operating costs have increased, including:

- **Insurance premiums, driven by market conditions and rising replacement costs**
- **Landscape Maintenance, due to labor and material inflation**
- **Janitorial services, reflecting higher labor and supply expenses**
- **Gate and fence repairs resulting from aging infrastructure and increased material costs that have resulted in certain replacement components.**
- **General maintenance, due to more frequent repairs, and rising contractor rates to perform preventative maintenance in the community.**
- **City utility fees**
- **Trash disposal services and landfill fees**

After a review of the Association's financials and the recommendations provided in the reserve study report which shows the Association to increase dues to cover operating costs and to keep the reserve funding replenished. While the Association is not poorly funded, the study shows a need to strengthen reserves. The \$10.00 monthly increase allows the Association to offset rising operational costs, while considering the reserve funding as one of the key factors in this decision.

Reserve Fund Balance at Fiscal Year End

Fully Funded Reserve Balance	\$ 1,152,326
Projected Balance February 28, 2026	\$ 732,115
Under Funded (Deficiency in Reserve Funding)	\$ 420,211
Deficiency in Reserve Funding Per Unit	\$ 6,366.83
Percent Funded	63.5%



The Board is committed to communicating effectively with members, explaining the reasons behind the dues increase and financial considerations. This transparency aims to keep community members informed in the financial decisions that impact the Association.

MONTAGE Homeowners Association

IMPORTANT PAYMENT INFORMATION MEMO:

Please make necessary adjustments to your banking account used for Association Assessment Payments. If you are enrolled in AutoPay through AppFolio using the setting “deduct outstanding amount”, the new assessment amount will be debited from your account automatically, if not, you will have to manually edit your payment amount. We have attached instructions enclosed with this packet.

In accordance with Civil Code, the enclosed budget package includes:

- Fiscal year 2026-2027 Budget
- Assessment & Reserve Funding Disclosure with five-year reserve funding plan
- Reserve Study Summary
- Collection Policy
- Overview of Current Law & Annual Disclosures, including right to obtain minutes, Alternative Dispute Resolution (ADR) Information & Internal Dispute Resolution (IDR)
- Notice Assessments and Foreclosure
- Insurance Disclosure
- SB300 Insurance Policy Summary
- Architectural Guidelines
- Enforcement/Fine Policy
- Civil Code 5300 Annual Budget Report Disclosure – VA
- Civil Code 5300 Annual Budget Report Disclosure – FHA

As required by Civil Code, please be informed that the Association has designated the following location for the posting of General Notices: **Mailbox Bulletin Board (Near Pool) or AppFolio Homeowner Portal (Via Email Delivery or Posting on Website)**. Also, the name and address of the person designated to receive official communications on behalf of the Association is as follows: Sarah Espinoza, Senior Portfolio Manager at sespinoza@menas.com Address: Menas HOA Management, 7592 Metropolitan Drive, Suite 401, San Diego, CA 92108.

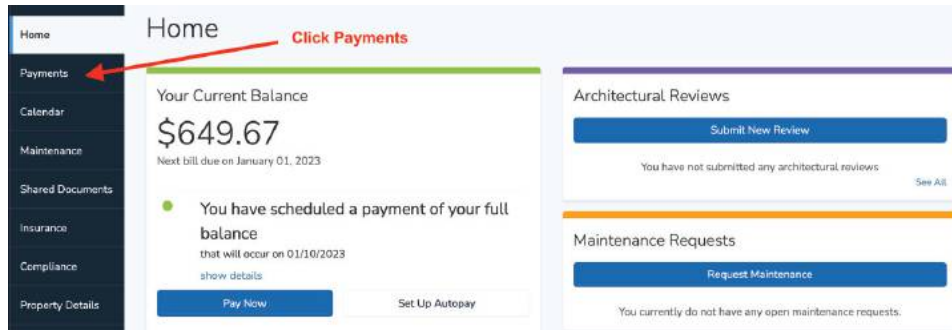
Please keep this information for your files and future references. Should you have any questions or concerns regarding this budget package, or any other Association matters, please contact the management company, Menas HOA Management, at the contact information provided.

Sincerely,

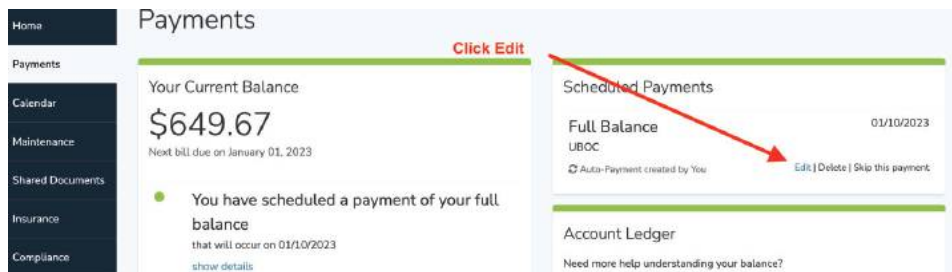
Montage HOA Board of Directors

How to Edit your Monthly HOA Dues on Appfolio

Step 1: From your Home Page Click “**Payment**” Tab directly under the “Home” Tab.



Step 2: Under "Scheduled Payments" Click "Edit"



Step 3: You will see the 2025 monthly amount - **Change the amount to the new 2026 Amount SAVE**

****IMPORTANT ADDRESS CHANGE****

Please note that if you have “Autopay” Set up through your own bank that is “Bill Pay” and you must update payment amount with your bank and the physical check to be mailed to the address below:

“Name of your HOA”
Your Account Number
26020 Acero, Suite 100
Mission Viejo, CA 92691

Montage Homeowners Association

Operating Budget

3/1/2026 - 2/28/2027

Approved

12/17/2025

\$10.00 Increase in Assessments	Monthly <u>Budget</u>	Annual <u>Budget</u>	Per <u>Unit</u>
Revenue			
Operating Portion of Assessments	\$19,537.00	\$234,444.00	\$296.02
Reserve Portion of Assessments	<u>\$2,243.00</u>	<u>\$26,916.00</u>	<u>\$33.98</u>
Total Revenue	<u>\$21,780.00</u>	<u>\$261,360.00</u>	<u>\$330.00</u>
General & Administrative			
Management Fees	\$1,975.00	\$23,700.00	\$29.92
Misc. Administrative	\$363.00	\$4,356.00	\$5.50
Insurance	\$1,600.00	\$19,200.00	\$24.24
Taxes-State & Federal	\$220.00	\$2,640.00	\$3.33
Accounting & Audit	\$175.00	\$2,100.00	\$2.65
Reserve Study	\$75.00	\$900.00	\$1.14
Legal & Professional	\$100.00	\$1,200.00	\$1.52
License Fees Permits	<u>\$70.00</u>	<u>\$840.00</u>	<u>\$1.06</u>
Total General & Administrative	<u>\$4,578.00</u>	<u>\$54,936.00</u>	<u>\$69.36</u>
Landscape Maintenance			
Monthly Landscape Maintenance	\$1,795.00	\$21,540.00	\$27.20
Landscape Supplies	\$130.00	\$1,560.00	\$1.97
Landscape Irrigation Repairs	\$490.00	\$5,880.00	\$7.42
Tree Trimming	\$200.00	\$2,400.00	\$3.03
Landscape - Extras	<u>\$100.00</u>	<u>\$1,200.00</u>	<u>\$1.52</u>
Total Landscape Maintenance	<u>\$2,715.00</u>	<u>\$32,580.00</u>	<u>\$41.14</u>
Maintenance & Repairs			
General Repairs & Maintenance	\$800.00	\$9,600.00	\$12.12
Janitorial Contract	\$512.00	\$6,144.00	\$7.76
Janitorial Supplies/Extras	\$325.00	\$3,900.00	\$4.92

Montage Homeowners Association

Operating Budget

3/1/2026 - 2/28/2027

Approved

1/24/2026

\$10.00 Increase in Assessments	Monthly <u>Budget</u>	Annual <u>Budget</u>	Per <u>Unit</u>
Pest Control	\$334.00	\$4,008.00	\$5.06
Security Services	\$90.00	\$1,080.00	\$1.36
Gate / Fence Repair	\$500.00	\$6,000.00	\$7.58
Plumbing Maintenance	\$30.00	\$360.00	\$0.45
Storm Drain Maintenance	\$30.00	\$360.00	\$0.45
Fire Prevention Maintenance	<u>\$50.00</u>	<u>\$600.00</u>	<u>\$0.76</u>
Total Maintenance & Repairs	<u>\$2,671.00</u>	<u>\$32,052.00</u>	<u>\$40.47</u>
Pool & Spa Maintenance			
Pool/Spa Maintenance	\$705.00	\$8,460.00	\$10.68
Pool Supplies & Chemicals	<u>\$200.00</u>	<u>\$2,400.00</u>	<u>\$3.03</u>
Total Pool & Spa Maintenance	<u>\$905.00</u>	<u>\$10,860.00</u>	<u>\$13.71</u>
Utilities			
Gas/Electric	\$1,550.00	\$18,600.00	\$23.48
Water	\$7,700.00	\$92,400.00	\$116.67
Submeters Reimbursement	(\$4,450.00)	(\$53,400.00)	(\$67.42)
Refuse Disposal	\$3,390.00	\$40,680.00	\$51.36
Internet & Phone	<u>\$478.00</u>	<u>\$5,736.00</u>	<u>\$7.24</u>
Total Utilities	<u>\$8,668.00</u>	<u>\$104,016.00</u>	<u>\$131.33</u>
Total Expenses	<u>\$19,537.00</u>	<u>\$234,444.00</u>	<u>\$296.02</u>
Reserve Allocation	<u>\$2,243.00</u>	<u>\$26,916.00</u>	<u>\$33.98</u>
Total Expenses & Reserve Allocation	<u>\$21,780.00</u>	<u>\$261,360.00</u>	<u>\$330.00</u>

Reserve Analysis Report

Montage HOA

425 S Meadowbrook Dr
San Diego, CA 92114

Level III Study without Site Inspection

Fiscal Year End Date: February 28, 2026



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Preface

A reserve study is a detailed report that assists common interest developments (CID) in planning for long-term common area repair and replacement expenses. These common areas differ for every development. They can include streets, roofs, recreational facilities and many other items. A reserve study estimates the costs of common area repairs and replacements over a 30 year period. Each component is given a useful life, remaining life, and estimated cost. A reserve study then calculates the funds necessary to cover these expenses by creating funding plans.

The Big Picture - What are the significant figures to look at in the report?

- **The Component List** – What are our reserve components and when will they need maintenance

Every reserve study must start with a list of the components. The component summary contains the list of all the components, their useful and remaining lives, and their estimated costs. These numbers are the building blocks for most of the figures in the study.

- **Percent Funded** - What is our current financial standing

Probably the most important number in a reserve study is percent funded. It's almost like a credit score for an association. It tells them the current strength of their reserve fund.

Over 70% = Well Funded Between 30-70% = Fairly Funded Below 30% = Poorly Funded

The lower your percent funded the higher the risk of a special assessment. A low percent funded also increases the likelihood of deferred maintenance which can cause declining property values.

- **Funding Plans** - How much do we need to save for the future

The next important part of the study is the theoretical 30 year funding plans. The study contains 3 funding plans. It projects what the percent funded will be over the next 30 years if the CID follows each of these plans.

Current Funding Plan – This plan is based on what the association is currently contributing to its reserve fund. This information is supplied by the board or management

Recommended Funding Plan – This is McCaffery's recommendation, if a CID follows the recommended plan they should end up well funded and near the 100% funded level.

5% Threshold Funding Plan - The threshold funding plan is a 30 year cash flow plan that calculates the minimum amount a CID should contribute so their reserve balance won't fall below 5% funded and cause the need for a special assessment. The percent funded will at some point fall into poorly funded levels but will never drop below 5%. If a CID has a funding plan that is below this threshold plan they should also plan on a future special assessment and/or a deferred maintenance. (Following this plan does carry higher risk of a special assessment if a component fails early or costs more than expected)

Executive Summary

Montage HOA

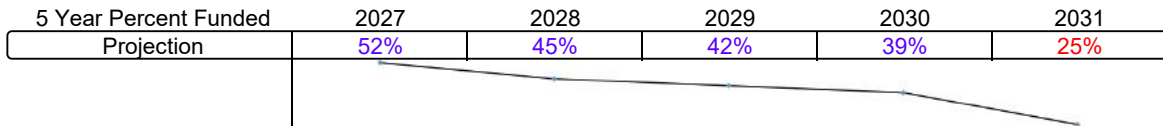
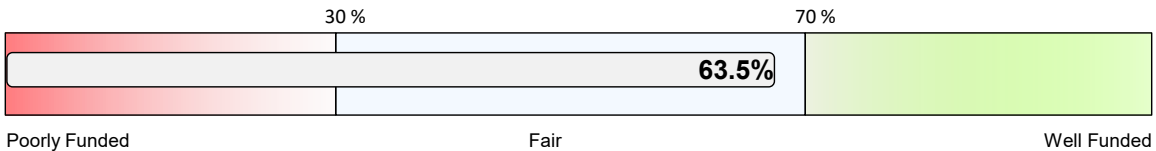
This is a Homeowners Association with 66 Condominium Units.

The common area components include: asphalt, pool, and building exterior.

This is a level III annual update, the last site inspection was performed in October 2023

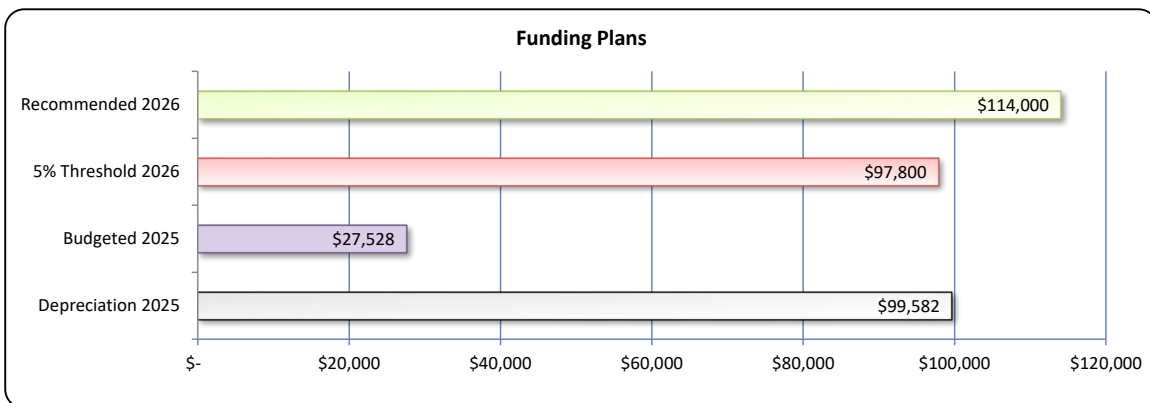
Reserve Fund Balance at Fiscal Year End

Fully Funded Reserve Balance	\$ 1,152,326
Projected Balance February 28, 2026	\$ 732,115
Under Funded (Deficiency in Reserve Funding)	\$ 420,211
Deficiency in Reserve Funding Per Unit	\$ 6,366.83
Percent Funded	63.5%



Funding Plans

	Annually	Monthly	Per Unit Monthly
Depreciation of Components in 2025	\$ 99,582	\$ 8,299	\$ 125.74
Budgeted Reserve Contribution 2025	\$ 27,528	\$ 2,294	\$ 34.76
5% Threshold Reserve Contribution for 2026	\$ 97,800	\$ 8,150	\$ 123.48
Recommended Reserve Contribution for 2026	\$ 114,000	\$ 9,500	\$ 143.94



Theoretical 30 Year Funding Plans

Montage HOA

Above 70% = Well Funded Between 30% and 70% = Fairly Funded Below 30% = Poorly Funded
(Low Risk of Special Assessment) (Higher Risk of Special Assessment)

Before Tax Interest Rate	1.5%
Annual Inflation Rate	3.0%
Annual Funding Increase	3.0%

Year End	Annual Expenses	Fully Funded Balance	Current Funding Plan			Recommended Funding Plan			5% Threshold Funding Plan		
			Contribution	Balance	% Funded	Contribution	Balance	% Funded	Contribution	Balance	% Funded
2026	\$ -	\$ 1,152,326	\$ 27,528	\$ 732,115	64%	\$ -	\$ 732,115	64%	\$ -	\$ 732,115	64%
2027	\$ 237,270	\$ 1,032,858	\$ 28,354	\$ 534,181	52%	\$ 114,000	\$ 619,827	60%	\$ 97,800	\$ 603,627	58%
2028	\$ 91,860	\$ 1,070,144	\$ 29,204	\$ 479,538	45%	\$ 117,420	\$ 654,685	61%	\$ 100,734	\$ 621,556	58%
2029	\$ 18,998	\$ 1,190,519	\$ 30,081	\$ 497,814	42%	\$ 120,943	\$ 766,449	64%	\$ 103,756	\$ 715,637	60%
2030	\$ 27,883	\$ 1,308,160	\$ 30,983	\$ 508,381	39%	\$ 124,571	\$ 874,634	67%	\$ 106,869	\$ 805,358	62%
2031	\$ 246,235	\$ 1,196,545	\$ 31,912	\$ 301,685	25%	\$ 128,308	\$ 769,827	64%	\$ 110,075	\$ 681,278	57%
2032	\$ 436,259	\$ 879,534	\$ 32,870	\$ (97,179)	-11%	\$ 132,157	\$ 477,272	54%	\$ 113,377	\$ 368,615	42%
2033	\$ 24,895	\$ 1,001,470	\$ 33,856	\$ (88,218)	-9%	\$ 136,122	\$ 595,659	59%	\$ 116,778	\$ 466,027	47%
2034	\$ 31,906	\$ 1,123,156	\$ 34,872	\$ (85,253)	-8%	\$ 140,206	\$ 712,893	63%	\$ 120,282	\$ 561,393	50%
2035	\$ 48,603	\$ 1,234,218	\$ 35,918	\$ (97,938)	-8%	\$ 144,412	\$ 819,395	66%	\$ 123,890	\$ 645,101	52%
2036	\$ 14,232	\$ 1,389,683	\$ 36,995	\$ (75,175)	-5%	\$ 148,744	\$ 966,198	70%	\$ 127,607	\$ 768,152	52%
2037	\$ 207,716	\$ 1,344,575	\$ 38,105	\$ (244,785)	-18%	\$ 153,206	\$ 926,182	69%	\$ 131,435	\$ 703,394	52%
2038	\$ 43,743	\$ 1,479,585	\$ 39,248	\$ (249,279)	-17%	\$ 157,803	\$ 1,054,135	71%	\$ 135,378	\$ 805,581	54%
2039	\$ 89,390	\$ 1,573,538	\$ 40,426	\$ (298,243)	-19%	\$ 162,537	\$ 1,143,094	73%	\$ 139,439	\$ 867,714	55%
2040	\$ 16,018	\$ 1,754,048	\$ 41,639	\$ (272,623)	-16%	\$ 167,413	\$ 1,311,635	75%	\$ 143,623	\$ 1,008,334	57%
2041	\$ 27,087	\$ 1,932,522	\$ 42,888	\$ (256,822)	-13%	\$ 172,435	\$ 1,476,658	76%	\$ 147,931	\$ 1,144,304	59%
2042	\$ 1,052,026	\$ 1,012,532	\$ 44,174	\$ (1,264,673)	-125%	\$ 177,608	\$ 624,390	62%	\$ 152,369	\$ 261,812	26%
2043	\$ 365,209	\$ 812,529	\$ 45,500	\$ (1,584,382)	-195%	\$ 182,937	\$ 451,484	56%	\$ 156,940	\$ 57,471	7%
2044	\$ 20,151	\$ 984,644	\$ 46,865	\$ (1,557,669)	-158%	\$ 188,425	\$ 626,530	64%	\$ 161,648	\$ 199,830	20%
2045	\$ 33,669	\$ 1,152,389	\$ 48,271	\$ (1,543,067)	-134%	\$ 194,077	\$ 796,337	69%	\$ 166,498	\$ 335,657	29%
2046	\$ 42,492	\$ 1,320,863	\$ 49,719	\$ (1,535,840)	-116%	\$ 199,900	\$ 965,690	73%	\$ 171,493	\$ 469,693	36%
2047	\$ 342,326	\$ 1,175,516	\$ 51,210	\$ (1,826,956)	-155%	\$ 205,897	\$ 843,746	72%	\$ 176,638	\$ 311,050	26%
2048	\$ 174,535	\$ 1,212,832	\$ 52,746	\$ (1,948,744)	-161%	\$ 212,074	\$ 883,941	74%	\$ 181,937	\$ 323,118	27%
2049	\$ 20,900	\$ 1,423,148	\$ 54,329	\$ (1,915,315)	-135%	\$ 218,436	\$ 1,104,886	78%	\$ 187,395	\$ 494,460	35%
2050	\$ 51,200	\$ 1,612,901	\$ 55,959	\$ (1,910,556)	-118%	\$ 224,989	\$ 1,295,248	80%	\$ 193,017	\$ 643,693	40%
2051	\$ 151,632	\$ 1,705,801	\$ 57,638	\$ (2,004,551)	-118%	\$ 231,739	\$ 1,394,783	82%	\$ 198,807	\$ 700,524	41%
2052	\$ 177,957	\$ 1,779,273	\$ 59,367	\$ (2,123,141)	-119%	\$ 238,691	\$ 1,476,439	83%	\$ 204,771	\$ 737,846	41%
2053	\$ 38,619	\$ 2,012,086	\$ 61,148	\$ (2,100,613)	-104%	\$ 245,851	\$ 1,705,817	85%	\$ 210,915	\$ 921,209	46%
2054	\$ 53,827	\$ 2,242,072	\$ 62,982	\$ (2,091,458)	-93%	\$ 253,227	\$ 1,930,804	86%	\$ 217,242	\$ 1,098,442	49%
2055	\$ 500,448	\$ 2,002,771	\$ 64,872	\$ (2,527,035)	-126%	\$ 260,824	\$ 1,720,141	86%	\$ 223,759	\$ 838,230	42%
2056	\$ 25,704	\$ 2,276,768	\$ 66,818	\$ (2,485,922)	-109%	\$ 268,548	\$ 1,988,888	87%	\$ 230,472	\$ 1,055,571	46%

Note: All future projections are theoretical. The estimated lives and costs of components will likely change over time depending on factors such as inflation rates and levels of maintenance. Reserve analysis should be performed annually to account for these factors.

Assessment and Reserve Funding Disclosure Summary
Montage HOA

(1) The current regular assessment per ownership interest per month is:

\$ 320.00 per month for the year ending 02/28/26

(2) Additional regular or special assessments that have already been scheduled to be imposed or charged, regardless of the purpose, if they have been approved by the board and/or members: As of 12/10/2024

Date Assessment is Due	Amount per unit	Purpose of Assessment
NA		
Total:		

(3) Based upon the most recent reserve study and other information available to the board of directors, will currently projected reserve account balances be sufficient at the end of each year to meet the association's obligation for repair and/or replacement of major components during the next 30 years?

Yes ☐ No ☒

Note: This calculation assumes the association will raise their current reserve contribution 3% per year over the next 30 years.

(4) If the answer to #3 is no, what additional assessments or other contributions to reserves would be necessary to ensure that sufficient reserve funds will be available each year during the next 30 years?

Increase the monthly reserve contribution by \$ 88.73 per unit

For more detail see attached theoretical 30 year funding plans.

Note: This calculation assumes the association will raise their current reserve contribution 3% per year over the next 30 years.

(5) All major components appropriate for reserve funding are included in the reserve study and are included in its calculations.

(6) Based on the method of calculation in paragraph (4) of subdivision (b) of Section 5570 of the civil code the estimated amount required in the reserve fund at the end of the current fiscal year is:

\$ 1,152,326

based in whole or in part on the last reserve study or update prepared by McCaffery Reserve Consulting as of 2/28/2026 the projected reserve fund cash balance at the end of the current fiscal year is: **\$ 732,115** resulting in the reserves being **64%** funded at this date.

(7) Based on the method of calculation in paragraph (4) of subdivision (b) of Section 5570 of the civil code the projected required amount in reserves, projected reserve fund cash balance and projected percent funded for each of the next 5 years is:

Year	Amt Required	Proj. Balance	% Funded
2027	\$ 1,032,858	\$ 534,181	52%
2028	\$ 1,070,144	\$ 479,538	45%
2029	\$ 1,190,519	\$ 497,814	42%
2030	\$ 1,308,160	\$ 508,381	39%
2031	\$ 1,196,545	\$ 301,685	25%

For more detail see attached theoretical 30 year funding plans.

Note: This calculation assumes the association will raise their reserve contribution 3% per year over the next 30 years.

NOTE: The financial representations set forth in this summary are based on the best estimates of the preparer at that time. The estimates are subject to change. At the time this summary was prepared, the assumed long-term before-tax interest rate was :
per year, and the assumed long-term inflation rate to be applied to major component repair and replacement costs was: 3.00% per year

1.50%

(b) For the purposes of preparing a summary pursuant to this section:

(1) "Estimated remaining useful life" means the time reasonably calculated to remain before a major component will require replacement.

(2) "Major component" has the meaning used in Section 5550. Components with an estimated remaining useful life of more than 30 years may be included in a study as a capital asset or disregarded from the reserve calculation, so long as the decision is revealed in the reserve study report and reported in the Assessment and Reserve Funding Disclosure Summary.

(3) The form set out in subdivision (a) shall accompany each pro forma operating budget or summary thereof that is delivered pursuant to section 5300. The form may be supplemented or modified to clarify the information delivered, so long as the minimum information set out in subdivision (a) is provided.

(4) For the purpose of the report and summary, the amount of reserves needed to be accumulated for a component at a given time shall be computed as the current cost of replacement or repair multiplied by the number of years the component has been in service divided by the useful life of the component. This shall not be construed to require the board to fund reserves in accordance with this calculation.

The Preparer of this form will be indemnified and held harmless against all losses, claims, action, damages, expenses or liabilities, including reasonable attorneys' fees, to which we may become subject in connection with this engagement, because of any false, misleading or incomplete information which has been provided to Preparer by others and relied upon by Preparer which may result from any improper use or reliance on this disclosure.

MONTAGE HOMEOWNERS ASSOCIATION

SUMMARY OF POLICIES AND PROCEDURES OF LIEN RIGHTS AND OTHER LEGAL REMEDIES FOR DEFAULT IN PAYMENT OF ASSESSMENTS

1. **Regular and Special Assessments.** Regular assessments are due and payable, in advance, on the first day of each month. If imposed, Special assessments and Reimbursement assessments shall be due and payable on the due date specified by the Board. Regular, Special and Reimbursement assessments (hereinafter collectively referred to as "Assessments"), interest, late charges, collection costs and reasonable attorney's fees, if any are imposed, are the personal obligation of the person who is the Owner of the subdivision interest at the time when the assessment or other charge fell due.
2. **Late Charges.** Assessments are delinquent fifteen (15) days after they become due. A late charge of ten dollars (\$10.00) or ten percent (10%) of the assessment, whichever is greater, may be applied if payment in full of any assessment is not received fifteen (15) days after the payment is due.
3. **Interest.** Interest at the annual rate of twelve percent (12%) per annum may be charged on all sums due that are thirty (30) or more days delinquent.
4. **Additional Charges, Costs and Attorneys Fees.** Pursuant to *Civil Code* § 5650(b), the Association is entitled to recover reasonable collection costs, including reasonable attorney's fees, incurred in connection with collection of delinquent assessments. Costs may include, but are not limited to, publication, recording, posting, service and mailing.
5. **Application of Payments on Delinquent Assessments.** Payments received on delinquent assessment accounts will be applied first to the regular or special assessments owed, and then applied to interest, late charges, collection costs, administration fees, attorney's fees, reimbursement assessments, and any other amount due to the Association in connection with collection of delinquent assessments.
6. **Returned Checks.** If a check is returned "insufficient funds," the Owner's account will be charged a fee.
7. **Pay or Lien Letter.** Any Owner who is more than thirty (30) days delinquent in the payment of his or her assessments may be referred to the Association's management company or the Association's attorney for collection and will receive a pay-or-lien demand letter, via certified mail. The letter will be sent at least thirty (30) days prior to a Notice of Delinquent Assessment Lien ("Lien") being recorded against the delinquent Owner's property, and will notify the Owner of record in writing of the following pursuant to *Civil Code* § 5660(a)-(f):
 - (a) A general description of the collection and lien enforcement procedures of the Association and the method of calculation of the amount;
 - (b) An itemized statement of the amounts owed, including delinquent assessments, fees and reasonable costs of collection, reasonable attorneys fees, late charges and interest charges, if any;

- (c) The Owner's right to inspect the Association's records to verify the debt;
- (d) The Owner's right to request a meeting with the Board of Directors, as set forth below;
- (e) That the Owner will not be liable for late charges, interest and costs of collection if it is determined that the assessment was paid on time to the association.
- (f) The Owner's right to dispute the debt by submitting a written request for dispute resolution to the Association pursuant to its meet and confer program (known as Internal Dispute Resolution or IDR) pursuant to *Civil Code* § 5910;
- (g) The Owner's right to request Alternative Dispute Resolution (ADR) with a neutral third party pursuant to *Civil Code* § 5935 before the association may initiate foreclosure against the Owner;

8. Owner's Dispute of Debt/Request For Meeting With Board Prior to Lien/Commencement of Small Claims Lawsuit. Pursuant to *Civil Code* §§ 5660 (a)-(f) and 5658, the Owner has the following rights:

- (a) Meet and Confer. Prior to recording a lien, the Association shall offer and, if so requested by the Owner, to participate in dispute resolution pursuant to the Association's meet and confer program (known as Internal Dispute Resolution or IDR) pursuant to *Civil Code* § 5910;
- (b) Request to Meet With Board to Discuss Payment Plan. The Owner may submit a written request to meet with the Board to discuss a payment plan for the debt owed. The Association will provide any standards it has adopted regarding payment plans to Owners. The Board will meet with the Owner in executive session in conjunction with a regularly scheduled Board meeting, within 45 days of the postmark of the request, if such was mailed no later than 15 days after the postmark of the pay or lien letter. If there is no regularly scheduled Board meeting within that period, the Board may designate a committee of one or more members to meet with the Owner.
- (c) Payment Under Protest and Commencement of Small Claims Action. In addition to pursuing dispute resolution pursuant to *Civil Code* §§ 5910 and 5658, the Owner may pay under protest the disputed amount and all other amounts levied, including any fees and reasonable costs of collection, reasonable attorney's fees, late charges, and interest, if any, and may thereafter commence an action in Small Claims Court provided the amount in dispute does not exceed the jurisdictional limits of that Court.

9. Lien/Notice of Delinquent Assessment. If the delinquent Owner does not bring their account current within thirty (30) days of the pay-or-lien demand Letter, and unless a dispute over such debt has been resolved or a payment plan has been entered into as set forth above, a Lien will be recorded against the Owner's property upon a majority of the Board voting to approve recording the Lien in an open meeting. The Board shall record the vote in the minutes of that meeting. Confidentiality shall be maintained by identifying the property by parcel number in those minutes.

The President or other person designated by the Association, including the Association's managing agent or the Association's legal counsel, shall sign the Lien. The Lien shall include an itemized statement of the charges included in the amount of the Lien including the delinquent assessments and all other sum owed, such as late charges, costs and reasonable attorneys fees, a legal description of the property, the name of the record Owner, and the name and address of the trustee authorized to enforce the Lien by sale. A copy of the itemized statement of charges shall be recorded with the Lien.

A copy of such Lien will be mailed to the every person whose name is shown as an Owner of the separate interest in the Association's records within 10 days of the date the Lien is recorded. Upon receipt of a written request by an Owner (mailed in a manner indicating the Association has received the same such as by certified mail) identifying a secondary address to which the Owner wishes collection notices to be sent, the Association shall also send additional copies of any required collection notices to such secondary address. The Lien is subject to non-judicial foreclosure, and the property may ultimately be foreclosed upon and sold without court action to satisfy the debt owed. Reasonable collection costs incurred in connection with preparing and recording the Lien may be included in the amount of the Lien.

10. Dispute of Charges After Lien. Prior to initiating foreclosure for delinquent assessments, the Association shall offer the Owner and, if so requested by the Owner, shall participate in the Association's "meet and confer" program (known as Internal Dispute Resolution or IDR) pursuant to *Civil Code* § 5910 or Alternative Dispute Resolution (ADR) with a neutral third party pursuant to *Civil Code* § 5935. The decision to pursue dispute resolution or a particular type of alternative dispute resolution shall be the choice of the Owner (binding arbitration not available if the Association pursues judicial foreclosure.)

11. Foreclosure. If the delinquent Owner does not bring their account current after the Lien has been recorded, and after the foregoing offers of dispute resolution have been presented, a majority of the Board may vote to initiate foreclosure on the Lien in an executive session meeting of the Board. The Board may only authorize foreclosure on a Lien for those regular or special assessments which are of an amount equal to or exceeding one thousand eight hundred dollars (\$1,800) exclusive of late charges, fees, costs of collection, attorney's fees and interest, or which are more than twelve (12) months delinquent. The Board shall record the vote in the minutes of the next meeting of the Board open to all members. Confidentiality shall be maintained by identifying the property by parcel number in those minutes.

The Board shall also vote to approve foreclosure on a Lien which vote shall occur at least thirty (30) days prior to any public sale of the Owner's separate interest property. The Board shall deliver notice of the decision to foreclose by personal service on the Owner or the Owner's legal representative, and by first class mail, postage pre-paid to non-occupant Owners at the most current address shown on the association's books. These limits do not apply to timeshares or assessments owed by developers.

Non-judicial foreclosure will then be commenced by the Association's law firm pursuant to the CC&Rs, and *Civil Code* §§ 5700(a), 5710(a), 5735, and 5710(c)(1)-(2), and 2924, *et seq.* as follows:

- (a) "Initiate Foreclosure"-Notice of Default and Election to Sell ("NOD"). A Notice of Default and Election to Sell (NOD) will be recorded with the County Recorder's Office which puts

the property into foreclosure. The Association cannot continue with the non-judicial foreclosure on the property for ninety (90) days from the date the NOD is recorded. The delinquent Owner is responsible for all fees and costs incurred to initiate foreclosure in addition to the delinquent assessments, late charges and interest.

- (b) **“Approve Foreclosure”- Notice of Sale (NOS).** If the delinquency is not cured within ninety (90) days of the NOD being recorded, and upon receipt of approval and authorization of the action by the Board pursuant to a vote, the attorney will proceed by recording, publishing and posting a NOS. The delinquent Owner is responsible for all fees and costs incurred to prepare, record, publish and post the NOS, in addition to the delinquent assessments, late charges and interest.

12. Payments After Lien. Any assessment payments received from a delinquent Owner will be applied to that Owner's account. However, absent receipt of payment in full of all amounts due, the Association will proceed with any collection action initiated against the Owner's separate interest or the delinquent Owner personally pursuant to and consistent with the requirements of California statutory and case law unless the payments are remitted pursuant to a written payment plan approved by the Board.

13. Redemption. An Owner may redeem the property foreclosed upon by the Association by paying all amounts due and owing within ninety (90) days of the date of the foreclosure sale.

14. Lawsuit. The Association may, at any time, determine to file a personal lawsuit against the delinquent Owner to recover all delinquent charges pursuant to relevant law. All costs and attorneys fee in connection with the lawsuit, in addition to the delinquent charges and other collection costs, will be sought from the delinquent Owner.

15. Suspension of Privileges. In addition to the remedies set forth above, having first provided the delinquent Owner with ‘notice and an opportunity to be heard’ at a due process violation hearing conducted pursuant to the provisions and requirements of *Civil Code* §5855, the Board may suspend the delinquent Owner’s privilege to vote in Association election in which members are entitled to vote and the delinquent Owner’s privilege to use common area amenities and facilities. In that event, the delinquent Owner’s privileges will not be restored until all amounts due and owing have been paid in full.

16. Release of Liens Upon Payment. Within twenty-one (21) days of payment in full of all delinquent assessments and charges, or if it is determined that a Lien previously recorded was recorded in error, the attorney will prepare a Release of Lien which will be recorded by the County Recorder’s Office, and will provide Owner with a copy of such release or notice that the delinquent assessment has been satisfied.

17. Right To Receipt. When an Owner makes a payment, the Owner may request a receipt and the Association shall provide same which shall indicate the date of payment and person who received such payment.

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18. **Overnight Payments.** Payments may be made by overnight mail to the following address:

<u>If Account is being handled by Management:</u> Montage Homeowners Association c/o Menas HOA Management Attn: Accounts Receivable 26020 Acero, Suite 100 Mission Viejo, CA 92691	
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OVERVIEW OF CURRENT LAW & ANNUAL DISCLOSURES

RESERVE OVERVIEW: At least once every three years the Board of Directors shall cause to be conducted a reasonably competent and diligent visual inspection of the accessible areas of the major components which the association is obligated to repair, replace, restore, or maintain as part of a study of the reserve account requirements of the common interest development if the current replacement value of the major components is equal to or greater than one-half of the gross budget of the association which excludes the association's reserve account for that period. The Board shall review this study annually and shall consider and implement necessary adjustments to the Board's analysis of the reserve account requirements as a result of that review. The study required by this subdivision shall at a minimum include:

- 1) Identification of the major components which the association is obligated to repair, replace, restore, or maintain and, as of the date of the study, have remaining useful lives of less than 30 years.
- 2) Identification of the probable remaining useful lives of the components identified in paragraph (1) as of the date of the study.
- 3) An estimate of the cost of repair, replacement, restoration, or maintenance of the components identified in paragraph (1) during and at the end of their useful lives.
- 4) An estimate of the total annual contribution necessary to defray the cost to repair, replace, restore, or maintain the components identified in paragraph (1) during and at the end of their useful lives, after subtracting total reserve funds as of the date of the study. (Amendment to Civ. Code 5550 (b))

DOCUMENTS PREPARED AND DISTRIBUTED BY ASSOCIATION: Unless the governing documents impose more stringent standards, the association shall prepare and distribute to all its members the following documents:

- a) The pro-forma operating budget, which is required to be distributed each year 30 to 90 days in advance of the fiscal year.
- b) A summary of the association's reserves based upon the most recent review or study conducted pursuant to Section 5550 (a), which shall be printed in bold type
- c) A statement as to whether the Board of Directors of the association has determined or anticipates that the levy of one or more special assessments will be required to repair, replace, or restore any major components or to provide adequate reserves therefore.
- d) A general statement addressing the procedures used for the calculation and establishment of those reserves to defray the future repair, replacement, or additions to those major components that the association is obligated to maintain.
- e) A statement describing the association's policies and practices in enforcing lien rights or other legal remedies for default in payment of its assessments against its members.
- f) A summary of the association's property, general liability, earthquake, flood and fidelity insurance policies
- g) Disclose those things that require architectural approval and the procedures used for reviewing architectural applications. Civil Code §4765
- h) Disclose that members are responsible for their own safety and security within the association. Example: owners should take normal precautions such as locking doors, avoiding dangerous situations, installing alarms, etc.

Summary of Budget. In lieu of distributing the budget, the Board may distribute a budget summary and [reserve summary](#) with a written notice (in at least 10-point bold type on the front page of the

summary of the budget) that the complete budget is available at the business office of the association or other location and copies can be made, if requested, at the association's expense.

Full Study. Owners are entitled to a copy of the complete reserve study [upon request](#). The association may charge the owner the [cost of copying](#) the study.

DISCLOSURES OF ASSESSMENT INCREASES: Before the effective date of a regular assessment or special assessment, the owners must receive 30 to 60 days advanced notice. (Civ. 5615)

TRANSFERRING RESERVES TO OPERATING ACCOUNTS: Boards are allowed to borrow from the reserve account to meet short-term cash-flow problems or other expenses.

Prior Notice. Civ. §5515 requires that the Board must provide notice of its intent to transfer funds in a notice of meeting. Notice must be given as provided for in Civ. §4920. The notice shall include the reasons the transfer is needed, some of the options for repayment, and whether a special assessment may be considered. If the Board authorizes the transfer, the Board shall issue a written finding, recorded in the Board's minutes, explaining the reasons that the transfer is needed and describing when and how the moneys will be repaid to the reserve fund.

Transfer Requirements. Two Directors must sign on any check transferring funds from reserves. Civ. §5510(a)

Repayment Requirements. The funds must be repaid within one year, except that the Board may, upon making a finding supported by documentation that a temporary delay would be in the best interests of the association, temporarily delay the restoration. If necessary, the Board must levy a special assessment to recover the full amount of the expended funds within the required time limits. Civ. §5515 (d) This special assessment is subject to the limitation imposed by Section 5605 (b).

Borrowing for Litigation. To temporarily transfer money from reserves to pay for litigation, the Board must notify members of that decision in the next available mailing to all members. Unless the governing documents impose more stringent standards, the Board must make an accounting of expenses related to the litigation on at least a quarterly basis. The accounting shall be made available for inspection by members of the association at the association's office. Civ. §5520

SPENDING RESERVES: The Civil Code now limits the use of reserve funds for repair, maintenance, restoration, and replacement of the common areas which the association is obligated to maintain. Additionally, reserves may be used for litigation expenses connected with construction defect.

DIRECTORS' RESPONSIBILITY: The Board has fiduciary responsibility to the members and prospective members of the association for maintaining the assets of the association. This responsibility includes properly planning and accounting for the financial affairs of the association, including the operating budget and reserve funding requirements. The information above deals with the laws concerning reserve study requirements, reserve updates, and pro-forma operating budgets.

MINUTES: Members have the right to obtain copies of minutes pursuant to Civil Code Section 4950. You can review the minutes, at no charge, at the management office located at 7592 Metropolitan Drive, Suite 401, San Diego CA 92108. Please note an appointment must be made in advance. You may also notify your property manager if you wish to have copies of minutes (there is a fee).

SECONDARY ADDRESS: Upon receipt of a written request by an owner identifying a secondary address for purposes of collection notices, the association shall send additional copies of any notices required by this section to the secondary address provided. The association shall notify owners of their

right to submit secondary addresses to the association, at the time the association issues the pro forma operating budget. (Civ. 5300(b)(1)) The owner's request shall be in writing and shall be mailed to the association in a manner that shall indicate the association has received it. The owner may identify or change a secondary address at any time, provided that, if a secondary address is identified or changed during the collection process, the association shall only be required to send notices to the indicated secondary address from the point the association receives the request. Civ. §4040(b)

INDIVIDUAL DELIVERY NOTICE: Documents designed by the Civil Code as requiring General Delivery or General Notice will be delivered using one of the methods detailed in Civil Code Section 4045(a). If a member of the Association wishes to receive these general notice documents by individual delivery, they must make such request to the Association.

SECURITY DISCLOSURE: The association can never be completely safe and secure. For example, it is possible for someone to enter the property under false pretenses to commit crimes, for residents to commit crimes against their own neighbors, for guests of residents to commit crimes, and for employees to commit crimes. As a result, the association is not and can never be free of crime and we cannot guarantee your safety or security. Accordingly, you should NOT rely on the association to protect you from loss or harm. Instead, you should provide for your own security by taking common sense precautions such as carrying insurance against loss; keeping your doors locked; refusing to open your door to strangers; asking workmen for identification; installing a security system; locking your car; etc.

ADR (ALTERNATIVE DISPUTE RESOLUTION) DISCLOSURE: Associations and owners are required to make an offer of Alternative Dispute Resolution (ADR) prior to filing an action in superior court if the Anticipated litigation is:

- 1) an enforcement action that is solely for declaratory, injunctive, or writ relief, or
- 2) for relief in conjunction with small claims damages. CCP Section 116.220 and 116.221

ADR is not required for small claims actions or assessment disputes.

Certificate of Compliance. At the commencement of litigation, the party filing the action must include certificate stating that one or more of the following conditions is satisfied:

- 1) ADR has been completed
- 2) the other party did not accept ADR, or
- 3) preliminary or temporary injunctive relief is necessary (Civil Code 5950)

ADR Definitions. As used in this article:

"Alternative dispute resolution" means mediation, arbitration, conciliation, or other non-judicial procedure that involves a neutral party in the decision making process. The form of alternative dispute resolution chosen pursuant to this article may be binding or nonbinding, with the voluntary consent of the parties.

"Enforcement action" means a civil action or proceeding, other than a cross-complaint, for any of the following purposes:

- 1) Enforcement of this title.
- 2) Enforcement of the Nonprofit Mutual Benefit Corporation Law (Part 3 (commencing with Section 7110) of Division 2 of Title 1 of the Corporations Code).
- 3) Enforcement of the governing documents of a common interest development.

Pre-litigation ADR. An association or an owner or a member of a common interest development may not file an enforcement action in the superior court unless the parties have endeavored to submit their dispute to alternative dispute resolution pursuant to this article.

Initiating ADR. Any party to a dispute may initiate the process by serving on all other parties to the dispute a Request for Resolution. The Request for Resolution shall include all of the following:

- 1) A brief description of the dispute between the parties.
- 2) A request for alternative dispute resolution.
- 3) A notice that the party receiving the Request for Resolution is required to respond within 30 days of receipt or the request will be deemed rejected.
- 4) If the party on whom the request is served is the owner of a separate interest, a copy of this article.

Service of the Request for Resolution shall be by personal delivery, first-class mail, express mail, facsimile transmission, or other means reasonably calculated to provide the party on whom the request is served actual notice of the request. A party on whom a Request for Resolution is served has 30 days following service to accept or reject the request. If a party does not accept the request within that period, the request is deemed rejected by the party.

ADR Deadlines. If the party on whom a Request for Resolution is served accepts the request, the parties shall complete the alternative dispute resolution within 90 days after the party initiating the request receives the acceptance, unless this period is extended by written stipulation signed by both parties. The costs of the alternative dispute resolution shall be borne by the parties.

Tolling Statutes of Limitation. If a Request for Resolution is served before the end of the applicable time limitation for commencing an enforcement action, the time limitation is tolled during the following periods:

- 1) The period provided in [Section 5935](#) for response to a Request for Resolution.
- 2) If the Request for Resolution is accepted, the period provided by [Section 5940](#) for completion of alternative dispute resolution, including any extension of time stipulated to by the parties pursuant to Section 5940 (a).

Certificate of ADR Compliance. At the time of commencement of an enforcement action, the party commencing the action shall file with the initial pleading a certificate stating that one or more of the following conditions is satisfied:

- 1) Alternative dispute resolution has been completed in compliance with this article.
- 2) One of the other parties to the dispute did not accept the terms offered for alternative dispute resolution.
- 3) Preliminary or temporary injunctive relief is necessary.

Failure to file a certificate is grounds for a demurrer or a motion to strike unless the court finds that dismissal of the action for failure to comply with this article would result in substantial prejudice to one of the parties.

Costs of ADR Borne by Parties. After an enforcement action is commenced, on written stipulation of the parties, the matter may be referred to alternative dispute resolution. The referred action is stayed. During the stay, the action is not subject to the rules implementing subdivision (c) of Section 68603 of the Government Code. The costs of the alternative dispute resolution shall be borne by the parties.

Awarding Attorneys' Fees. In an enforcement action in which fees and costs may be awarded, the court, in determining the amount of the award, may consider whether a party's refusal to participate in alternative dispute resolution before commencement of the action was reasonable.

Annual Summary of ADR. As required on an annual basis, the Association is providing this summary of ADR procedures. Failure of a member of the association to comply with the alternative dispute resolution requirements of Section [5930](#) of the Civil Code may result in the loss of your right to sue the association or another member of the association regarding enforcement of the governing documents or the applicable law.

INTERNAL DISPUTE RESOLUTION: Association must provide a fair, reasonable and expeditious procedure for resolving disputes between the association and its members without charging a fee to the member participating in the process.

Use of Low-Cost Mediation. In developing a procedure pursuant to this article, an association shall make maximum, reasonable use of available local dispute resolution programs involving a neutral third party, including low-cost mediation programs such as those listed on the Internet Web sites of the [Department of Consumer Affairs](#) and the United States Department of Housing and Urban Development.

Default Procedure. If an association does not establish its own procedures, then the following procedures automatically apply:

- 1) Either the association or the member may request that the other side meet and confer in an effort to resolve the dispute. The request must be in writing. The association may not refuse such a request, and the member may not be charged a fee to participate in the process.
- 2) The association must designate a Board Member to attend the meet and confer session.
- 3) The meeting must occur promptly at a mutually convenient time and place. At the meeting, the parties must explain their positions to each other and must confer in good faith in an effort to resolve the dispute.
- 4) If the parties agree on a resolution of the dispute, the agreement must be put in writing and signed by the parties. The agreement is binding and can be enforced by the courts if: a) it is not in conflict with the law or the governing documents, and b) the associations representative had the authority to enter into the settlement or the settlement is ratified by the Board.

NOTICE ASSESSMENTS AND FORECLOSURE

This notice outlines some of the rights and responsibilities of owners of property in common interest developments and the associations that manage them. Please refer to the sections of the Civil Code indicated for further information. A portion of the information in this notice applies only to liens recorded on or after January 1, 2003. You may wish to consult a lawyer if you dispute an assessment.

ASSESSMENTS AND FORECLOSURE

Assessments become delinquent 15 days after they are due, unless the governing documents provide for a longer time. The failure to pay association assessments may result in the loss of an owner's property through foreclosure. Foreclosure may occur either as a result of a court action, known as judicial foreclosure or without court action, often referred to as nonjudicial foreclosure. For liens recorded on and after January 1, 2006, an association may not use judicial or nonjudicial foreclosure to enforce that lien if the amount of the delinquent assessments or dues, exclusive of any accelerated assessments, late charges, fees, attorney's fees, interest, and costs of collection, is less than one thousand eight hundred dollars (\$1,800). For delinquent assessments or dues in excess of one thousand eight hundred dollars (\$1,800) or more than 12 months delinquent, an association may use judicial or nonjudicial foreclosure subject to the conditions set forth in Article 3 (commencing with Section 5700) of Chapter 8 of Part 5 of Division 4 of the Civil Code. When using judicial or nonjudicial foreclosure, the association records a lien on the owner's property. The owner's property may be sold to satisfy the lien if the amounts secured by the lien are not paid. (Sections 5700 through 5720 of the Civil Code, inclusive)

In a judicial or nonjudicial foreclosure, the association may recover assessments, reasonable costs of collection, reasonable attorney's fees, late charges, and interest. The association may not use nonjudicial foreclosure to collect fines or penalties, except for costs to repair common areas damaged by a member or a member's guests, if the governing documents provide for this. (Section 5725 of the Civil Code)

The association must comply with the requirements of Article 2 (commencing with 5650) of Chapter 8 of Part 5 of Division 4 of the Civil Code when collecting delinquent assessments. If the association fails to follow these requirements, it may not record a lien on the owner's property until it has satisfied those requirements. Any additional costs that result from satisfying the requirements are the responsibility of the association. (Section 5675 of the Civil Code)

At least 30 days prior to recording a lien on an owner's separate interest, the association must provide the owner of record with certain documents by certified mail, including a description of its collection and lien enforcement procedures and the method of calculating the amount. It must also provide an itemized statement of the charges owed by the owner. An owner has a right to review the association's records to verify the debt. (Section 5660 of the Civil Code)

If a lien is recorded against an owner's property in error, the person who recorded the lien is required to record a lien release within 21 days, and to provide an owner certain documents in this regard. (Section 5685 of the Civil Code)

The collection practices of the association may be governed by state and federal laws regarding fair debt collection. Penalties can be imposed for debt collection practices that violate these laws.

PAYMENTS

When an owner makes a payment, he or she may request a receipt, and the association is required to provide it. On the receipt, the association must indicate the date of payment and the person who received it. The association must inform owners of a mailing address for overnight payments. (Section 5655 of the Civil Code)

An owner may, but is not obligated to, pay under protest any disputed charge or sum levied by the association, including, but not limited to, an assessment, fine, penalty, late fee, collection cost, or monetary penalty imposed as a disciplinary measure, and by so doing, specifically reserve the right to contest the disputed charge or sum in court or otherwise.

An owner may dispute an assessment debt by submitting a written request for dispute resolution to the association as set forth in Article 2 (commencing with Section 5900) of Chapter 10 of Part 5 of Division 4 of the Civil Code. In addition, an association may not initiate a foreclosure without participating in alternative dispute resolution with a neutral third party as set forth in Article 3 (commencing with Section 5925) of Chapter 10 of Part 5 of Division 4 of the Civil Code, if so requested by the owner. Binding arbitration shall not be available if the association intends to initiate a judicial foreclosure.

An owner is not liable for charges, interest, and costs of collection, if it is established that the assessment was paid properly on time. (Section 5685 of the Civil Code)

MEETINGS AND PAYMENT PLANS

An owner of a separate interest that is not a timeshare may request the association to consider a payment plan to satisfy a delinquent assessment. The association must inform owners of the standards for payment plans, if any exist. (Section 5665 of the Civil Code)

The board of directors must meet with an owner who makes a proper written request for a meeting to discuss a payment plan when the owner has received a notice of a delinquent assessment. These payment plans must conform with the payment plan standards of the association, if they exist. (Section 5665 of the Civil Code)

INSURANCE DISCLOSURE

"This summary of the association's policies of insurance provides only certain information, as required by Section 5300(b)(9) of the Civil Code, and should not be considered a substitute for the complete policy terms and conditions contained in the actual policies of insurance. Any association member may, upon request and provision of reasonable notice, review the association's insurance policies and, upon request and payment of reasonable duplication charges, obtain copies of these policies. Although the association maintains the policies of insurance specified in this summary, the association's policies of insurance may not cover your property, including personal property or, real property improvements to or around your dwelling, or personal injuries or other losses that occur within or around your dwelling. Even if a loss is covered, you may nevertheless be responsible for paying all or a portion of any deductible that applies. Association members should consult with their individual insurance broker or agent for appropriate additional coverage."

INSURANCE NOTIFICATION - CALIFORNIA CIVIL CODE §5300(b)(9)

MONTAGE HOMEOWNERS ASSOCIATION

PROPERTY	(Policy Term: 10/06/2025 – 10/06/2026)
Name of Insurer:	Travelers Casualty Insurance Company
Policy Limits:	\$25,070,104 Deductible: \$10,000
GENERAL LIABILITY	(Policy Term: 10/06/2025 – 10/06/2026)
Name of Insurer:	Travelers Casualty Insurance Company
Policy Limits:	\$2,000,000 per Occurrence / \$4,000,000 General Aggregate Deductible: N/A
DIRECTORS & OFFICERS	(Policy Term: 10/06/2025 – 10/06/2026)
Name of Insurer:	Philadelphia Indemnity Insurance Company
Policy Limits:	\$2,000,000 Deductible: \$5,000
FIDELITY (CRIME)	(Policy Term: 10/06/2025 – 10/06/2026)
Name of Insurer:	Manufacturers' Alliance Insurance Company
Policy Limits:	\$1,000,000 Deductible: \$1,000
WORKERS COMPENSATION	(Policy Term: 10/06/2025 – 10/06/2026)
Name of Insurer:	Pennsylvania Manufactures Association Insurance
Policy Limits:	\$1,000,000 Deductible: N/A
UMBRELLA	N/A
EARTHQUAKE	N/A
FLOOD	N/A

"This summary of the association's policies of insurance provides only certain information, as required by Section 5300 of the Civil Code, and should not be considered a substitute for the complete policy terms and conditions contained in the actual policies of insurance. Any association member may, upon request and provision of reasonable notice, review the association's insurance policies and, upon request and payment of reasonable duplication charges, obtain copies of those policies. Although the association maintains the policies of insurance specified in this summary, the association's policies of insurance may not cover your property, including personal property or real property improvements to or around your dwelling, or personal injuries or other losses that occur within or around your dwelling. Even if a loss is covered, you may nevertheless be responsible for paying all or a portion of any deductible that applies. Association members should consult with their individual insurance broker or agent for appropriate additional coverage."

THIS POLICY DOES NOT INCLUDE HO-6 COVERAGE. HOWEVER, IF THE GOVERNING DOCUMENTS REQUIRE THE ASSOCIATION OR CORPORATION, NOT THE OWNERS, TO INSURE OWNERS' FIXTURES/INTERIOR BUILDING IMPROVEMENTS INSIDE THEIR APARTMENTS, THE ASSOCIATION OR CORPORATION POLICY WILL COVER THEM BUT ONLY TO THE EXTENT REQUIRED IN THE GOVERNING DOCUMENTS.

EACH UNIT OWNER SHOULD PURCHASE AN INDIVIDUAL CONDOMINIUM HOMEOWNERS POLICY (HO-6) TO INSURE ANYTHING OWNED BY THE UNIT OWNERS FOR WHICH THE ASSOCIATION OR CORPORATION IS NOT RESPONSIBLE TO INSURE PER THE GOVERNING DOCUMENTS. THIS MAY INCLUDE, PERSONAL PROPERTY, FIXTURES, FLOOR AND WALL SURFACE MATERIALS, LOSS OF USE/ADDITIONAL LIVING EXPENSE/RENTAL INCOME, LOSS ASSESSMENTS FOR THE AMOUNT OF THE ASSOCIATION OR CORPORATION POLICY DEDUCTIBLE, AND MOST IMPORTANTLY, PERSONAL LIABILITY. THIS APPLIES TO OWNER OCCUPIED UNITS AS WELL AS UNITS RENTED TO OTHERS.

EACH UNIT OWNER COULD BE CHARGED FOR THE \$10,000 DEDUCTIBLE IN THE EVENT HE OR SHE IS AT FAULT FOR THE LOSS.

EACH UNIT OWNER WOULD BE CHARGED UP TO THE \$10,000 DEDUCTIBLE IF NOT ADEQUATELY INSURED FOR BUILDING IMPROVEMENTS INSIDE THEIR UNIT.

**Menas HOA Management
7592 Metropolitan Drive, Suite 401
San Diego, CA 92109
(858) 602-3470**

MONTAGE

GUIDELINES FOR SUBMITTAL OF ARCHITECTURAL PLANS

The Architectural Committee strives to preserve the highest standard and quality of life for each owner within Architectural approval must be given for structural or landscape changes prior to the start of any work. Some examples of items (but not limited to) that generally need Architectural Approval are: lawns, trees, shrubs, plants, ground cover, fencing fountains, overhead trellis, patio, built-in barbecues, pool or jacuzzi.

To hasten the approval process please follow these guidelines:

1. Please complete a description of the proposed structural or landscape changes.
2. Include plans to scale that show:
 - a) Location on improvement to home & property lines.
 - b) Complete dimensions of changes proposed.
 - c) Description of materials and color scheme.
 - d) Clearly marked plant types, sizes, and quantities.
(Please be courteous of others when considering the use of any plants or trees that may litter into other yards or the common area.)
3. Please submit the following:
 - a) Completed APPLICATION FOR ARCHITECTURAL IMPROVEMENTS FORM.
 - b) Three (3) sets of plans.

The plans will be sent for review and you will receive a written notice of decision. Please note, it may take up to 60 days for the Architectural Committee review process. We therefore encourage applicant to begin process well before the work is scheduled.

Sincerely,

Architectural Review Committee

MONTAGE HOA APPLICATION FOR ARCHITECTURAL IMPROVEMENTS

Date: _____

Owner: _____

Property Address: _____

Daytime Phone Number: _____

DESCRIPTION OF PROPOSED IMPROVEMENTS (attach plans): _____

I understand that my proposed improvements may require a permit from the City/County Building Department or other government agencies and I will obtain all required permits before commencing any work. I agree I will do no work that will change the existing drainage patterns. I am aware that any changes may result in substantial damage to adjacent properties.

I will assume the responsibility for any work under the above proposed improvement that I or my contractor complete, which may, in the future, adversely effect adjacent properties. I will assume responsibility for all future maintenance for this addition or improvement.

Owner's Signature

The adjacent **OWNERS** have reviewed the proposed improvements. We understand that neighbor objections do not in themselves cause denial. The Architectural Committee may contact neighbors to consider their objections, if necessary.

(signature)

Print Name: _____

Property Address: _____

(signature)

Print Name: _____

Property Address: _____

(signature)

Print Name: _____

Property Address: _____

FOR OFFICE USE ONLY

Date received: _____ Submitted to Architectural Committee on _____

Approved _____ Denied _____ Conditioned Approval _____

Decision Letter sent on: _____

Comments: _____

MONTAGE HOA FINE POLICY

This fine system is in place to ensure that every member of the Association abides by the Association's governing documents (Codes, Covenants and Restrictions or CC&Rs). All homeowners have a copy of the Association's CC&Rs, and should be aware of what is allowed and what is prohibited by them. As a courtesy, the Association sends out three Friendly Reminders when a homeowner is out of compliance. Failure to comply with the Association will result in being called to a hearing before the Board of Directors and potential fines.

The amended fine policy is as follows:

1st offense - \$50.00

2nd offense - \$100.00

3rd offense - \$100.00

*** \$150.00 after third offense for every month the homeowner remains in non-compliance.**

When you receive a Friendly Reminder, please return written confirmation of your compliance, even if you feel you have received the notice in error. Thank you.

Your Montage HOA Board of Directors
February 2010

California Bill AB-596

FHA Disclosure

PROPERTY NAME: Montage

TRACT: Map No. 15255

FHA CONDO ID # S003260

CURRENT STATUS: Approved

Certification by the Federal Housing Administration may provide benefits to members of an association, including an improvement in an owner's ability to refinance a mortgage or obtain secondary financing and an increase in the pool of potential buyers of the separate interest.

This common interest development ☒ is / is not (circle one)] a condominium project. The association of this common interest development ☒ is / is not (circle one)] certified by the Federal Housing Administration.

This information was compiled on 1/27/26 . To check the current status of the FHA Certification please visit:

www.fhareview.com/check-fha

This disclosure was professionally prepared by FHA Review, a third party submission service. Any questions regarding the status of FHA or VA approval can be directed to FHA Review (714) 536-6500



California Bill AB-596

VA Disclosure

PROPERTY NAME: Montage

TRACT: Map No. 15255

VA ID: 007419

CURRENT STATUS : Accepted Without Conditions

Certification by the Federal Department of Veterans Affairs may provide benefits to members of an association, including an improvement in an owner's ability to refinance a mortgage or obtain secondary financing and an increase in the pool of potential buyers of the separate interest.

This common interest development [(is)] is not (circle one)] a condominium project. The association of this common interest development [(is)]/ is not (circle one)] certified by the Federal Department of Veterans Affairs.

This information was compiled on 1/27/26 . To check the current status of the VA Certification please visit:

www.fhareview.com/check-va

This disclosure was professionally prepared by FHA Review, a third party submission service. Any questions regarding the status of FHA or VA approval can be directed to FHA Review (714) 536-6500



Montage

Bylaws



BYLAWS
OF
MONTAGE HOMEOWNERS ASSOCIATION

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BYLAWS
OF
MONTAGE HOMEOWNERS ASSOCIATION

ARTICLE 1
NAME

1.1 Name. The name of the association is MONTAGE HOMEOWNERS ASSOCIATION, a California nonprofit mutual benefit corporation (hereinafter referred to as the "Association"). The Association is organized under the California Nonprofit Mutual Benefit Corporation Law.

ARTICLE 2
DEFINITIONS

2.1 Declaration. The "Declaration" shall mean, collectively, the Declaration of Covenants, Conditions and Restrictions of Montage recorded in the Office of the County Recorder of San Diego, California, on _____ 2006, as Instrument No. _____, and any amendments or supplements recorded or to be recorded pursuant thereto, for the real property legally described in the Declaration.

2.2 Other Definitions. Each and every definition set forth in the Article of the Declaration entitled "Definitions" shall have the same meaning in these Bylaws and each and every such definition is incorporated by reference herein and made a part hereof.

ARTICLE 3
PRINCIPAL OFFICE

3.1 Principal Office. The principal office for the transaction of the business of the Association is hereby fixed and located within the Community or as close as practicable thereto, in the County of San Diego, State of California. The Board is hereby granted full power and authority to change said principal office from one location to another within the City of San Diego, County of San Diego.

ARTICLE 4
MEMBERS

4.1 Membership; Voting Rights. The qualification for membership, the classes of membership and the voting rights of Members shall be as set forth in the Article of the Declaration entitled "Membership and Voting Rights In Association," all of which are hereby incorporated by reference herein. The provisions of these Bylaws, which are binding upon all Members, are not exclusive, as Members shall also be subject to the terms and provisions of the Articles, the Declaration and the Association Rules.

4.2 Membership Certificates. In its discretion, the Board may, but need not, issue appropriate membership certificates evidencing membership in the Association.

4.3 Place of Meeting. All meetings of Members shall be held at the principal office of the Association, or at such other place in the County of San Diego, in reasonable proximity to the Community, as may be fixed from time to time by resolution of the Board.

4.4 Organizational Meeting. An organizational meeting shall be held as soon as practicable after incorporation of the Association, and the directors elected then shall hold office until the first annual meeting of the Members of the Association. All offices of the Board shall be filled at the organizational meeting.

4.5 Regular Meetings of Members and Notice. The first annual meeting of Members of the Association shall be held no later than forty-five (45) days after the closing of the sale of the Condominium that represents the fifty-first (51st) percentile interest authorized for sale under the Public Report, but in no case later than six (6) months after the closing of the sale of the first Condominium within the Community. Thereafter, regular meetings of Members of the Association shall be held at least once in each calendar year at a time and place within the Community as prescribed in these Bylaws or as selected by the Board. Any Mortgagee, through its designated representative, shall be entitled to attend any such meeting but except as provided in the Section of the Declaration entitled "Voting Rights on Default," shall not be entitled to vote at the meeting.

4.6 Special Meetings. A special meeting of Members for any purpose may be called at any time by the President, at its discretion, as directed by resolution of a majority of a quorum of the Board, or upon a written request specifying the general nature of the business to be transacted being presented to the Secretary signed by Members representing at least five percent (5%) of the total Voting Power of the Members. Upon receipt of such written request, the Secretary shall promptly cause the notice to be given to the Members entitled to vote in the same manner as required by **Section 4.7**, which meeting shall be held not less than thirty-five (35) days nor more than ninety (90) days after adoption of such resolution or receipt of such request. The notice of any special meeting shall be given within twenty (20) days after adoption of such resolution or receipt of such written request. If notice is not given within twenty (20) days after receipt of the request, the Members requesting the meeting may give notice. No business shall be transacted at a special meeting other than business the general matter of which is disclosed in the notice. Each First Mortgagee may designate a representative to attend all special meetings of the Members. Notwithstanding the foregoing, notice of a special meeting to reverse an Operating Rule change must be delivered in accordance with and within the time frame specified in California Civil Code Section 1357.140. Any special meeting called for the purpose of reversing an Operating Rule shall be conducted in accordance with California Civil Code Section 1357.140.

4.7 Notice of Meetings. A written notice of all Members' meetings, regular or special, shall be given by the Board to each Member entitled to vote and to any Mortgagee who has requested in writing that such notice be sent to it, either personally or by first-class, registered or certified mail, or other means of written communication (other than mail) addressed

to a Member at the address of the Member appearing on the books of the Association or given by Member to the Association for notice purposes, or if no such address appears or is given, at the place where the principal office of the Association is located, or by publication at least once in a newspaper of general circulation in the county in which the principal office of the Association is located. The notice of a meeting shall set forth the place, date and time of the meeting, and the general nature of the business to be undertaken, including any matters the Board intends to present for action by the Members; provided, however, that except as otherwise provided by law or under these Bylaws, any proper matter may be presented at the meeting for action. The Members' meetings, regular or special, shall be held not less than ten (10) days nor more than thirty (30) days after notice of such meeting is given to the Members.

4.8 Record Date and Closing Membership Register. The Board may fix, in advance, a date as the record date for determining which Members are entitled to notice of a meeting of Members. Such "notice" record date shall be not more than ninety (90) nor less than ten (10) days before the date of the meeting. If no "notice" record date is fixed, the record date for notice is the close of business on the business day preceding the day on which notice is given. The Board may fix, in advance, a date as the record date for determining which Members are entitled to vote at a meeting of Members. Such "voting" record date shall be not more than sixty (60) nor less than ten (10) days before the date of the meeting. If no "voting" record date is fixed, Members who are otherwise eligible to vote are entitled to vote at the meeting. The Board may fix, in advance, a date as the record date for determining which Members are entitled to cast written ballots. Such "written ballot" record date shall be not more than sixty (60) nor less than ten (10) days before the date on which the first written ballot is mailed or solicited. If no "written ballot" record date is fixed, Members on the day the first written ballot is mailed or solicited who are otherwise eligible to vote are entitled to cast written ballots.

4.9 Quorum. Except as otherwise provided in the Declaration, the presence at any meeting in person or by proxy of Members entitled to cast at least twenty-five percent (25%) of the total Voting Power of all Members of the Association who are entitled to vote on the business to be transacted shall constitute a quorum. No business other than to adjourn the meeting can be conducted at a meeting of the Members unless a quorum is present. If any meeting cannot be held because a quorum is not present, Members representing a majority of the votes present, either in person or by proxy, may adjourn the meeting to a time not less than five (5) days nor more than thirty (30) days from the time the original meeting was called, at which adjourned meeting the quorum requirement shall be at least twenty-five percent (25%) of said total Voting Power. If a time and place for the adjourned meeting is not fixed by those in attendance at the original meeting or if for any reason a new date is fixed for the adjourned meeting after adjournment, notice of the time and place of the adjourned meeting shall be given to the Members in the manner prescribed for annual meetings. Any meeting of Members where a quorum is present may be adjourned for any reason to a time not less than forty-eight (48) hours nor more than thirty (30) days from the time of such meeting by Members representing a majority of the votes present thereat, either in person or by proxy; provided however, that the only matters that may be voted upon at any meeting attended, in person or by proxy, by less than one-third (1/3) of the total Voting Power of the Members are matters for which notice of the general nature of such matters was provided to the Members in the notice of the meeting.

4.10 Voting. Voting of Members regarding each of the following matters shall be by secret ballot in accordance with the requirements of California Civil Code Section 1363.03, regardless whether such statute has yet become operative: (i) an election regarding assessments; (ii) selection of Board members; (iii) amendments to the Governing Documents; and (iv) the grant of exclusive use easements over Common Area or Association Property pursuant to California Civil Code Section 1363.07.

4.11 Proxies. At all meetings of Members each Member may be present in person or by a representative, known as a proxy, duly authorized by an instrument in writing, executed by such Member and filed with the Secretary of the Association prior to the meeting to which it is applicable. Proxies shall specify the person or persons authorized to exercise the proxy and the length of time the proxy will be valid. Any proxy or written ballot distributed by any person to the membership of the Association shall afford the opportunity to specify a choice between approval or disapproval between each matter or group of matters to be acted upon, and where the Member specifies a choice, the vote shall be cast in accordance with that choice. It is not mandatory that a candidate for election to the Board be specifically named in the proxy or written ballot. All proxies shall be revocable at any time by written notice to the Secretary of the Association or by attendance in person by such Member at the meeting for which such proxy was given and all proxies shall automatically cease when the ownership interest or interests of the Member entitling such Member to membership in the Association ceases. In any event, no proxy shall be valid after the expiration of eleven (11) months from the date of the proxy, unless otherwise provided in the proxy, except that the maximum term of any proxy shall be three (3) years from the date of execution. Such powers of designation and revocation may be exercised by the guardian of any such Member's estate or by such Member's conservator, or in the case of a minor having no guardian, by the parent entitled to such minor's custody, or during the administration of any such Member's estate, by its executor or administrator where the latter's interest in such property is subject to administration in its estate.

4.12 Vote Appurtenant to Condominium. The right to vote may not be severed or separated from the ownership of the Condominium to which it is appurtenant, except that any Member may give a revocable proxy in the manner described above, or may assign its right to vote to a lessee or tenant actually occupying its Condominium or Mortgagee of the Condominium concerned, for the term of the lease or Mortgage, and any sale, transfer or conveyance of such Condominium to a new Owner or Owners shall operate automatically to transfer the appurtenant vote to the new Owner subject to any assignment of the right to vote to a lessee or Mortgagee as provided herein.

4.13 Parliamentary Procedure. The President of the Association or another person elected at a meeting shall preside over meetings of Members. All meetings of Members shall be conducted in accordance with a recognized system of parliamentary procedure or any parliamentary procedures the Association may adopt.

4.14 Majority of Owners. Except as otherwise provided herein, in the Declaration, the Articles or the California Corporations Code, the majority of the total Voting Power present and voting, in person or by proxy, at a duly held meeting at which a quorum is present, shall prevail. The Members present at a duly called or held meeting at which a quorum is present may

continue to transact business until adjournment, notwithstanding the withdrawal of enough Members to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the total Voting Power required to constitute a quorum.

4.15 Action Without Meeting. Unless otherwise prohibited herein, in the Declaration, the Articles or the California Corporations Code, any action which may be taken at a meeting of the Members may be taken without a meeting if authorized by a writing signed by all of the Members who would be entitled to vote at a meeting for such purpose and filed with the minutes of the proceeding of the Members or, in certain circumstances, by written ballot without a meeting, as set forth in the Section of the Declaration entitled "Limitations On Authority Of Board."

4.16 Consent of Absentees. The transactions of any meeting of the Members, either annual or special, however called and noticed, shall be as valid as though had at a meeting duly held after regular call and notice, if a quorum is present either in person or by proxy, and if, either before or after the meeting, each of the persons entitled to vote not present either in person or by proxy signs a written waiver of notice, or a consent to the holding of such meeting, or an approval of the minutes thereof. All such waivers, consents and approvals shall be filed with the Association's records or made a part of the minutes of the meeting.

4.17 Minutes, Presumption of Notice. Minutes or a similar record of the proceedings of meetings of Members, when signed by the President or Secretary, shall be presumed truthfully to evidence the matters set forth therein. A recitation in the minutes of any such meeting that notice was properly given shall be prima facie evidence that such notice was given.

4.18 Notice of Requirements. Before the Board makes a decision temporarily suspending the membership rights and privileges and/or assessing monetary penalties against any Owner or other person entitled to exercise such rights or privileges for any violation of the Governing Documents or Board resolutions, the aggrieved Owner shall be provided with an opportunity to be heard by the Board, orally or in writing, in accordance with the procedures set forth in California Corporations Code Sections 7341 and California Civil Code Section 1363.

ARTICLE 5 DIRECTORS

5.1 Powers. The Board shall have all powers conferred upon the Association as set forth herein and in the Declaration and the Articles, excepting only those powers expressly reserved to the Members.

5.2 Duties. In addition to those duties of the Board required by law, it shall be the duty of the Board:

(a) to select, appoint and remove all officers, agents and employees of the Association and prescribe such powers and duties to them as may be consistent with applicable law, the Articles, the Declaration and these Bylaws;

(b) to supervise all officers, agents and employees of the Association, and to see that their duties are properly performed; and

(c) to perform all obligations of the Association, as provided in the Declaration and these Bylaws.

5.3 Number. Prior to the First Membership Election (defined below), the Board shall consist of five (5) directors who shall be Members or representatives of Declarant appointed by Declarant at the organizational meeting of the Association referred to in Section 4.4 hereof. Concurrent with the First Membership Election, the Board shall be elected as provided in Section 5.4 below. The Board may, upon majority vote, elect to decrease the number of directors to three (3) directors (i) upon the conveyance of the last Condominium owned by Declarant to an Owner under the authority of a Public Report, or (ii) at any time prior to such conveyance if the prior written consent of the Declarant has been obtained.

5.4 Election and Term of Office. Directors shall be elected by the Members no earlier than forty-five (45) days after close of escrow for sale of the first Condominium in the Project to an Owner other than Declarant and no later than the date of the first annual meeting of Members ("First Membership Election"). Until the First Membership Election, the Board shall consist of those directors who are appointed by Declarant. Thereafter, election to the Board shall be by secret ballot in accordance with the requirements of Section 4.11 above. The candidates receiving the highest number of votes shall be deemed elected. The term of office of the directors shall be as set forth below. In the First Membership Election, the Declarant shall elect three (3) of the five (5) directors using its Class C membership and the Class A Members other than Declarant shall elect the remaining two (2) directors. In such election, the three (3) directors elected by Declarant shall serve for a term of three (3) years and the remaining two (2) directors shall initially serve for a term of two (2) years. After the expiration of the initial terms, all directors' terms shall be two (2) years. Successor directors shall be elected annually to replace those directors whose terms expire. All directors shall hold office until their respective successors are elected. Except as otherwise provided in the Declaration and the Bylaws, elections to the Board shall be in accordance with the provisions of the California Corporations Code and California Civil Code.

5.5 Removal. At any regular or special meeting of the Members of which notice has been given properly as provided in these Bylaws, the entire Board or any individual director may be removed from office as hereinafter set forth, provided that the same notice of said meeting has also been given to said entire Board or any individual director whose removal is to be considered at said meeting. The entire Board or any individual director may be removed from office by a majority of the affirmative votes cast in the voting on any motion or resolution for removal; provided, however, if a special meeting is called to remove a director elected by Declarant using its Class B membership, then no such director shall be removed without the consent of Declarant.

5.6 Vacancies. Except for a vacancy created by the removal of a director, vacancies on the Board may be filled by a majority of the directors, though less than a quorum, and each director so elected shall hold office until such director's successor is elected by the Members;

provided, however, that a director elected by Declarant using its Class C membership will be replaced only by Declarant. A vacancy or vacancies shall be deemed to exist in case of the death, resignation or removal of any director, when the Board increases the number of directors but fails to elect the additional directors as provided for at the meeting at which such increase is authorized, or at an adjournment thereof, or in case the Members fail, at any time, to elect the full number of the authorized directors, a vacancy or vacancies shall be deemed to exist. The Members may at any time elect directors to fill any vacancy not filled by the directors and may elect the additional directors in the same election in which an amendment of these Bylaws is voted authorizing an increase in the number of directors.

5.6.1 Declaration of Vacancy. After the Class C Membership terminates and except for directors appointed by the Declarant, the Board, by a majority vote of the directors who meet all of the required qualifications to be director, may declare vacant the office of any director who fits into any of the following categories:

(a) The director does any of the following:

(i) Fails to attend three (3) consecutive regularly scheduled meetings of the Board or fails to attend more than six (6) meetings of the Board, regular or special, within any twelve (12) month period;

(ii) Fails to comply with a duly approved action of the Board;

(iii) Fails to comply with the Association's Governing Documents, having been provided proper notice and received a due process hearing at which the Board determines that a violation exists; or

(iv) Falls more than three (3) months in arrears in the payment of monthly assessments.

(b) The director engages in any of the following types of behavior:

(i) Receives any type of monetary gain, or other gain such as services, products, gifts or gratuities of a significant value, which have been provided in relation to a director's service on the Board, and which is not disclosed. Disclosure must take place at an open meeting of the Board and be recorded in the minutes. Compensation for services duly approved by the Board and unrelated to duties as a director or officer of the Association, or reimbursement of expenses associated with service to the community do not constitute unethical or detrimental behavior and are permissible;

(ii) Takes any action considered to be grossly detrimental to the general safety, health and welfare of the community and its Members; or

(iii) Addresses fellow directors with abusive language in such a manner that causes distress and emotional harm. Abusive language is any language which causes humiliation or intimidation, or inflicts ridicule, coercion, threats or mental abuse, or other language of a punitive nature, or language which is prejudicial or grossly profane.

5.7 Resignation If any director tenders its resignation to the Board, the Board shall have the power to elect a successor to take office at such time as the resignation shall become effective provided, however, that a director elected by Declarant using its Class C membership may, at Declarant's election be replaced only by Declarant. No reduction of the number of directors shall have the effect of removing any director from office prior to the expiration of its term of office.

5.8 Special Election As long as a majority of the Voting Power of the Association resides in the Declarant, or as long as there are two (2) outstanding classes of membership in the Association, not less than two (2) of the directors (the "specially elected directors") shall be elected solely by the votes of Class A Members other than Declarant. The election of the specially elected directors shall take place along with the regular election of directors and shall comply with the requirements set forth in Section 4.11 above. Declarant shall not have the right to participate in or vote in such special election (although Declarant or Declarant's representatives may be present when the votes are counted), and the candidates receiving the highest number of votes up to the number of specially elected directors to be elected shall be deemed to be the specially elected directors, and their term shall be the same as that of any other director. Unless Members (excluding Declarant) holding a majority of all voting rights (excluding any voting rights held by Declarant) assent by vote or written consent, such specially elected directors cannot be removed. In case of the death, resignation, or removal of a specially elected director, the provisions set forth in this Section respecting the election of a specially elected director shall apply as to the election of a successor. Except as provided in these Bylaws, the provisions of these Bylaws and of the Articles and the Declaration applicable to directors, including their election and removal, shall apply to a specially elected director.

5.9 Compensation No director shall receive any compensation for any service such director may render to the Association as a director; provided, however, any director may be reimbursed for actual out-of-pocket expenses incurred by such director in the performance of its duties. The Board shall also have the right to hire any consultants as may be deemed necessary and to compensate such consultants; provided that such consultant has no financial interest in Declarant or any individual Board member.

5.10 Organizational Meeting of the Directors. Immediately following the organizational meeting of the Members, the Board shall hold a regular meeting for the purpose of organization, appointment of officers and the transaction of other business. Notice of such meeting is hereby dispensed with.

5.11 Other Regular Meetings. Other regular meetings of the Board shall be held when business warrants such a meeting as determined by the Board, but not less than every three (3) months at such place and hour as may be fixed from time to time by resolution of the Board. The Board shall select a meeting place. Should any such meeting fall upon a legal holiday, then that meeting shall be held as soon as possible thereafter. Notice of the time and place of any such meeting shall be communicated to Board members not less than four (4) days prior to the meeting; provided, however, that notice of a meeting need not be given to any Board member who has signed a waiver of notice or a written consent to holding of the meeting, and notice of

regular meetings need not be given if the time and the place of the regular meetings are fixed by the Board.

5.12 Special Meetings. Special meetings of the Board shall be held when called by written notice signed by the President of the Association, or by any two (2) directors other than the President. The notice shall specify the time and place of the meeting and the nature of any special business to be considered and the time and place of the meeting, which shall not be less than four (4) days from the date of such notice if given by first class mail or forty-eight (48) hours from the date of such notice if the notice is given by any other method set forth below; provided, however, that notice of a meeting need not be given to any director who has signed a waiver of notice or a written consent to holding of the meeting. The notice shall be given by first class mail, personal delivery or overnight courier, telephone including a voice message system or other system of technology designed to record and communicate messages facsimiles, electronic mail or other electronic means to all directors at the address, telephone or facsimile number or electronic mail address appearing on the books of the Association as given by the director for purpose of notice.

5.13 Emergency Meetings. An emergency meeting of the Board may be called by the President, Vice President or the Secretary of the Association, or by any two (2) members of the Board other than the President, if there are circumstances that could not have been reasonably foreseen which require immediate attention and possible action by the Board, and which of necessity make it impracticable to provide notice to Members as required in **Section 5.18** of these Bylaws. The notice for such emergency meeting shall be given to the directors by personal delivery, telephone (including a voice message system or other system with technology designed to record and communicate messages), facsimiles, electronic mail or other electronic means at any time prior to the emergency meeting.

5.14 Presiding Officer. The President of the Association shall be the chairperson of the Board and shall preside at all meetings of the Board.

5.15 Waiver of Notice. The transaction of any business at any meeting of the Board, however called and noticed, or wherever held, shall be as valid as though had at a meeting duly held after regular call and notice, if a quorum is present and if, either before or after the meeting, each of the directors not present signs a written waiver of notice or a consent to holding such meeting or an approval of the minutes thereof. All such waivers, consents or approvals shall be filed with the records of the Association or made a part of the minutes of the meeting. Notice of meeting shall also be deemed to be given to any director who attends the meeting without protesting before or at its commencement about the lack of notice.

5.16 Quorum. A majority of the total number of directors shall constitute a quorum for the transaction of business at a meeting of the Board. Every act or decision done or made by a majority of the directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board. Directors may participate in a meeting through use of a conference telephone or similar communications equipment, so long as all directors participating in such meeting can hear one another. Participation in a meeting pursuant to this Section constitutes presence in person at such meeting.

5.17 Adjournment. A quorum of the directors may adjourn any Board meeting to meet again at a stated day and hour; provided, however, that in the absence of a quorum, a majority of the directors present at any Board meeting, either regular or special, may adjourn from time to time until the time fixed for the next regular meeting of the Board.

5.18 Notice of Board Meetings to Members; Participation by Members; Executive Sessions. The Secretary shall post a notice of the time and place of all regular and special Board meetings in a conspicuous place within the Common Area or Association Property, or by mail or delivery of the notice to each Residential Unit, or by newsletter or similar means of communication, except for an emergency meeting described in **Section 5.14** above, not less than four (4) days prior to the scheduled time of the meeting. Regular, special and emergency meetings of the Board (excluding any meetings while the Board is in executive session) shall be open to all Members of the Association; provided, however, that Members who are not on the Board shall be permitted to speak at Board meetings subject to such reasonable time limits as may be set by the Board. In addition, if the nature of the business is first announced in open session, the Board may vote to adjourn and reconvene in executive session out of the presence of the Members to discuss and vote upon litigation matters, matters that relate to the formation of contracts with third parties, personnel matters, and orders of business of a similar or otherwise sensitive nature. In any matter relating to the discipline of a Member, or the Member's payment of assessments, as specified in California Civil Code Sections 1367 and 1367.1, the Board shall meet in executive session with respect to such matter if requested by that Member, and the Member shall be entitled to attend the executive session. Any matter discussed in executive session shall be generally noted in the minutes of the Board immediately following Board meeting that is opened to the entire membership. If the Board meets to decide upon the adoption, change or amendment of an Operating Rule, the Board shall comply with the requirements of California Civil Code Section 1357.130.

5.19 Board Minutes. The minutes, minutes proposed for adoption that are marked to indicate draft status, or a summary of the minutes of any meeting of the Board, other than an executive session, shall be available to Members within thirty (30) days of the applicable meeting of the Board. The minutes, proposed minutes, or summary of the minutes shall be distributed to any Member upon request and upon reimbursement of the Association's cost for making that distribution. Further, the Members shall be notified in writing at the time that the pro-forma operating budget of the Association set forth in **Section 9.2** of these Bylaws is distributed, or at the time of any general mailing to the entire membership of the Association, of their right to have copies of the minutes of meetings of the Board, and how and when those minutes may be obtained. As used in this Section, "meeting" includes any congregation of the majority of the members of the Board at the same time and place to hear, discuss, or deliberate upon any item of business scheduled to be heard by the Board, except those matters that may be discussed in the executive session.

5.20 Action Taken Without a Meeting. Notwithstanding anything to the contrary contained in these Bylaws, the directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written consent of all the directors. Such written consent shall be filed with the minutes of the proceedings of the Board. Any action so approved shall have the same effect as though taken at a meeting of the Board. An

explanation of any action taken shall be posted at a prominent place within the Association Property within three (3) days after the written consents of all directors have been obtained.

5.21 Committees. Subject to any contrary provisions of the Declaration, the Articles and these Bylaws, if any, the Board may appoint a nominating committee as provided in this Article. In addition, the Board may appoint such other committees as it deems appropriate in order to carry out its purpose.

5.22 Administration of Association's Civil Claims. Subject to any contrary provisions of the Declaration and these Bylaws, if any, the Board may institute, defend, settle or intervene on behalf of the Association in litigation, arbitration, mediation or administrative proceedings in matters pertaining to (a) enforcement of the Governing Documents; (b) damage to the Common Area and Association Property; (c) damage to any Residential Unit or other separate interest which the Association is obligated to maintain or repair; or (d) damage to any Residential Unit or other separate interest which arises out of, or is integrally related to, damage to the Common Area, Association Property or any Condominium or other separate interest that the Association is obligated to maintain or repair. Notwithstanding the foregoing, no representative of Declarant on the Board shall vote on the initiation of any claim under California Civil Code Section 895 et seq., such that from and after the First Membership Election, Declarant shall have no control over the Association's ability to decide whether to initiate a claim under such statutory provisions and in the event of such a vote, the affirmative vote of the two non-Declarant representatives on the Board shall be binding so long as quorum of the Board is present at any meeting where such vote is taken.

ARTICLE 6 OFFICERS

6.1 Enumeration of Officers. The officers of the Association shall be a President and Vice President, both of whom shall at all times be directors, a Chief Financial Officer and a Secretary and such other officers as the Board may create from time to time by resolution. Officers other than the President and Vice President may, but need not, be directors.

6.2 Appointment; Term. The appointment of officers shall take place at the organizational meeting of the Board and thereafter at each meeting of the Board following each annual meeting of the Members. The officers of the Association, except such officers as may be appointed in accordance with **Section 6.3** below, shall be appointed annually by the Board and each shall hold office for one (1) year unless such officer shall sooner resign, or shall be removed, or shall otherwise be or become disqualified to serve.

6.3 Special Appointments. The Board may appoint such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority and perform such duties as the Board may, from time to time, determine.

6.4 Resignation and Removal. Any officer may be removed from office with or without cause by the vote of a majority of all directors then in office at any regular or special meeting of the Board at which a quorum is present. Any officer may resign at any time by giving written notice to the Board, the President or the Secretary. Such resignation shall take

depositories as may be designated by the Board. The Chief Financial Officer shall disburse the funds of the Association as may be ordered by the Board, shall render to the President and directors, whenever they request it, an account of all its transactions as Chief Financial Officer and of the financial condition of the Association, and shall have such other powers and perform such other duties as may be prescribed by the Board or these Bylaws.

6.8 Withdrawal of Funds from Reserve Account. Withdrawal of funds from the Association's reserve account shall require the signatures of either:

- (a) two (2) directors; or
- (b) one (1) director and an officer of the Association who is not also a director.

6.9 Compensation. No officer shall receive any compensation for any service such officer may render to the Association as an officer; provided, however, any officer may be reimbursed for actual out-of-pocket expenses incurred by such officer in the performance of its duties.

ARTICLE 7 INDEMNIFICATION

7.1 Generally. A director, officer, committee member, employee or other "agent" of the Association who was or is a party to or is threatened to be made a party to any "proceeding" (including a proceeding by or on behalf of the Association) because he or she is or has been a director, officer, committee member, employee or "agent" of the Association shall be indemnified, defended and held harmless by the Association against all expenses, judgments, fines, settlements or other amounts actually and reasonably incurred in connection with the "proceeding," action or suit to the maximum extent permitted by applicable law, including, pursuant to the provisions of California Civil Code Section 1365.7. Terms used in this Article shall have the same meaning as in Section 7237 of the California Corporations Code.

7.2 Approval. Upon written request to the Board by any person seeking indemnification, the Board shall promptly determine whether the applicable standard of conduct for indemnification set forth in the California Nonprofit Mutual Benefit Corporation Law has been met. If so, the Board shall authorize indemnification. If the Board cannot authorize indemnification because the number of directors who are parties to the "proceeding" with respect to which indemnification is sought prevent a quorum of directors who are not parties to the "proceeding," the Board shall promptly call a special meeting of Members. At the meeting, the Members shall determine whether the applicable standard of conduct for indemnification set forth in the California Nonprofit Mutual Benefit Corporation Law has been met. If so, the Members shall authorize indemnification. Members or other persons seeking to be indemnified shall not be entitled to vote on any matters with respect to the authorization of indemnification.

7.3 Advancing Expenses. Except as otherwise determined by the Board in a specific instance, "expenses" incurred by a director, officer, committee member, employee or "agent" seeking indemnification under Section 7.1 shall be advanced by the Association prior to the

final disposition of the proceeding upon receipt of a written undertaking by or on behalf of the director, officer, committee member, employee or "agent" to repay the amount unless it is ultimately determined that the person is entitled to be indemnified by the Association.

ARTICLE 8 ASSESSMENTS

8.1 Liability for Assessments; Collection As more fully provided in Article of the Declaration entitled "Assessments," each Member is obliged to pay to the Association Regular Assessments, Special Assessments, Capital Improvement Assessments and Enforcement Assessments to be collected as therein set forth, all of which are hereby incorporated by reference herein as if set forth in full.

ARTICLE 9 ASSOCIATION'S ACCOUNTS

9.1 Books and Records.

9.1.1 Records Available. The Association shall make available for inspection and copying by any Member, the Member's duly appointed representative, or any Mortgagee those Association records required to be made available by California Civil Code Section 1365.2, on the terms and subject to the conditions set forth in California Civil Code Section 1365.2. Members shall have such additional access and inspection rights with respect to records of the Association as is provided in Article 12 (commencing with Section 8330) of Chapter XIII of Part III of Division II of Title 1 of the California Corporations Code. At the time the pro forma operating statement is delivered under **Section 9.2.1** of these Bylaws or at the time of any mailing, Members shall be notified in writing of their right (a) to have copies of minutes, (b) how and where to obtain such copies, and (c) the cost of obtaining such copies.

9.1.2 Rules Regarding Inspection The Board shall establish by resolution reasonable rules with respect to:

(a) Notice to be given to the custodian of the records of the Association by the Member, representative or Mortgagee desiring to make an inspection;

(b) Hours and days of the week when an inspection may be made; and

(c) Payment of the cost of reproducing copies of documents requested by a Member or by a representative or Mortgagee.

9.1.3 Rights of Directors. Every director of the Association shall have the absolute right at any reasonable time to inspect all books, records and documents of the Association and the physical properties owned or controlled by the Association. The right of inspection by a director includes the right to make extracts and copies of documents.

9.2 Budget, Financial and Insurance Statements. The Board of the Association shall regularly prepare, review and, where required, distribute the following financial and other information in accordance with the requirements of California law:

9.2.1 Budgets. A pro-forma operating statement (budget) for each Fiscal Year that contains all information required by California Civil Code Section 1365 shall be distributed to all Members of the Association within the time frame required by California Civil Code Section 1365. In lieu of distributing the pro-forma operating statement to all Members, the Board may elect to distribute a summary of such statement to the Members if it complies with the requirements set forth in Civil Code Section 1365(c).

9.2.2 Review of Accounts. The Board shall do the following not less frequently than quarterly as required by California Civil Code Section 1365.5. To the extent this **Section 9.2.2** is inconsistent with California Civil Code Section 1365.5, the California Civil Code Section 1365.5 shall control:

(a) Cause a current reconciliation of the Association's maintenance and operation account to be made and review the same;

(b) Cause a current reconciliation of the Association's reserve account to be made and review the same;

(c) Review the current year's actual reserve revenues and expenses compared to the current year's budget;

(d) Review the most current account statements prepared by the financial institution where the Association has its maintenance and operation account and reserve account; and

(e) Review an income and expense statement for the Association's maintenance and operation account and reserve account.

9.2.3 Annual Report. An annual report shall be distributed to the Members of the Association within one hundred and twenty (120) days after the close of the Fiscal Year consisting of the following: (a) a balance sheet as of the end of the Fiscal Year; (b) an operating (income) statement for the Fiscal Year; (c) a statement of changes in financial position for the Fiscal Year; (d) any information required to be reported under Section 8322 of the California Corporations Code. For any Fiscal Year in which the gross income to the Association exceeds Seventy-Five Thousand Dollars (\$75,000.00), a copy of the review of the annual report shall be prepared in accordance with generally accepted accounting principles by a licensee of the California State Board of Accountancy. If the report is not prepared by an independent accountant, it shall be accompanied by the certificate of an authorized officer of the Association that the statement was prepared from the books and records of the Association without independent audit or review; and (e) notice of any requirements for Association approval of physical changes and other improvements to their Condominium. The notice shall describe the types of changes that require approval and shall include a copy of the procedure used to review and approve or disapprove a proposed change, pursuant to California Civil Code Section 1378.

9.2.4 Association Policies Regarding Assessments and Foreclosure. A statement setting forth the Association's policies and practices in enforcing the lien rights and other legal remedies for the default in the payment of Assessments against Members shall be distributed to the Members of the Association, as required by California Civil Code Section 1365.1.

9.2.5 Copies to Mortgagees. Copies of each such balance sheet, operating statement and pro forma operating statement for the Association shall be mailed to any Mortgagee who has requested in writing that such copies be sent to it at such Mortgagee's expense.

9.2.6 Insurance Summary. The Board shall distribute to Members the summary of the Association's insurance policies required by California Civil Code Section 1365(e) within the time period required by that statute.

9.2.7 Additional Information. The Board shall prepare, review and distribute such additional information and reports as, when and in the manner required by California law.

9.3 Reserves.

9.3.1 Availability of Reserve Fund Information. The Association shall prepare and provide to Members a document entitled "Assessment and Reserve Funding Disclosure Summary" ("Reserve Summary") in compliance with California Civil Code Section 1365.2.5.

9.3.2 Transfer of Reserve Funds. As provided in Section 1365.5 of California Civil Code, the Board shall not expend funds designated as reserve funds for any purpose other than the repair, restoration, replacement, or maintenance of, or litigation involving the repair, restoration, replacement, or maintenance of, major components for which the Association is obligated to repair, restore, replace, or maintain and for which the reserve fund was established. However, the Board may authorize a temporary transfer of money from a reserve fund to the Association's general operating fund to meet short-term cash-flow requirements or other expenses, if the Board has provided notice of the intent to consider the transfer in a notice of meeting, which shall be provided as specified in **Section 5.19**. The notice shall include the reasons the transfer is needed, some of the options for repayment and whether a Special Assessment may be considered. If the Board authorizes the transfer, the Board shall issue a written finding describing the reasons why a transfer from reserves to operating funds is necessary and how and when the money will be repaid to the reserve fund. The Association must notify all members of the decision in the next mailing to all Members and of the availability of an accounting of these expenses. The transferred funds shall be restored to the reserve fund within one (1) year of the date of the initial transfer, except that the Board may, after signing the same notice required for considering a transfer, and, upon making a finding supported by documentation that a temporary delay would be in the best interest of the Community, temporarily delay the restoration of these funds until the time the Board reasonably determines to be necessary. The Board shall exercise prudent fiscal management in maintaining the integrity of the reserve account, and shall, if necessary, levy a Special Assessment to recover the full amount of the expended funds within the time limits required by this Section. Such Special Assessment is subject to the limitation imposed by California Civil Code Section 1366. The Board may, at its discretion, extend the date the payment of the Special Assessment is due;

provided that any such extension shall not prevent the Board from pursuing any legal remedy to enforce the collection of any unpaid Special Assessment. In addition to the foregoing, when a decision is made to use reserve funds or to temporarily transfer money from the reserve fund to pay for litigation involving the repair, restoration, replacement or maintenance of major components for which the Association has the obligation to repair, restore, replace or maintain and for which the reserve fund was established, the Association shall notify the Members of that decision and the next available mailing to all Members pursuant to California Corporations Code Section 5016, and of the availability of an accounting of those expenses. The Association shall make an accounting of expenses related to such litigation on at least a quarterly basis, which shall be made available for inspection by Members at the Association's office.

9.3.3 Reserve Study. As part of the study of the reserve account requirements pursuant to California Civil Code Section 1365(e), the Board shall, at least once every three (3) years, cause to be conducted a reasonably competent and diligent visual inspection of the accessible areas of the major components which the Association is required by the Declaration to repair, replace, restore, or maintain if the current replacement value of the major components is equal to or greater than one-half (1/2) of the Association's gross budget which excludes the Association's reserve account for that period. The Board shall review this study, or cause it to be reviewed, annually and shall consider and implement necessary adjustments to the Board's analysis of the reserve account requirements as a result of that review. The study shall, at a minimum, include those items required by California Civil Code Section 1365.5(e).

As used in this Section 9.3, "reserve accounts" means (a) monies that the Board has identified for use to defray the future repair or replacement of, or additions to, those major components which the Association is obligated to maintain; and (b) the funds received and not yet expended or disposed from either a compensatory damage award or settlement to the Association from any person or entity for injuries to property, real or personal, arising from any construction or design defects, which funds shall be separately itemized from funds described in clause (a). In addition, as used in this Section 9.3, "reserve account requirements" means the estimated funds which the Board has determined or required to be available at a specified point in time to repair, replace, or restore those major components which the Association is obligated to maintain under the Declaration.

9.4 Managing Agent's Handling of Association Fund. The managing agent, as set forth in the Articles of Incorporation, if any, shall handle any Association funds in compliance with Section 1363.2 of the California Civil Code.

9.5 Changes in Common Interest Development Act. The provisions set forth above in this Article are intended to comply with the provisions of the Common Interest Development Act set forth at California Civil Code Section 1350, et seq. ("CID Act"). Upon any changes to the CID Act relating to the Association's account, reporting requirements hereunder or any other changes affecting the terms and provisions of these Bylaws, the Board shall comply with the provisions of the CID Act and the Board shall have the right to attach to these Bylaws any changes required as a result of the changes to the CID Act without any vote of the Members.

ARTICLE 10 AMENDMENTS

10.1 Vote Required. These Bylaws may be amended only with the approval of a majority of the Voting Power of the Association and a majority of the votes of Members other than the Declarant. The vote on a proposed amendment to these Bylaws shall be held by secret ballot in accordance with the procedures set forth in California Civil Code Section 1363.03.

10.2 Amendment of Specific Provisions. Notwithstanding **Section 10.1** and this **Section 10.2**, the percentage of the Voting Power of the Association or of Members other than the Declarant necessary to amend a specific clause or provision in these Bylaws shall not be less than the prescribed percentage of affirmative votes required for action to be taken under that clause or provision.

10.3 Compliance with Business and Professions Code. Notwithstanding any other provision in this Article, the adoption of any amendment to these Bylaws shall comply with the provisions of California Business and Professions Code Section 11018.7, to the extent that said Section is applicable.

10.4 Amendment by Board. These Bylaws may be amended by a majority of the entire Board, (i) at any time before the close of escrow for the sale of the first Condominium, or (ii) if the amendment is within the Board's power to adopt without Owner approval pursuant to the California Corporations Code and either (a) the proposed amendment conforms the Bylaws to California law or the requirements of VA, FHA, DRE, FNMA, GNMA or FHLMC, or (b) the proposed amendment corrects a typographical error in the Bylaws.

10.5 Further Approvals Required. Notwithstanding anything to the contrary contained in these Bylaws, **Sections 5.3, 5.4, 5.6, 5.7, 5.8, 5.12 and 5.22** of these Bylaws shall not be amended without the vote or approval by written ballot of at least (a) ninety percent (90%) of the Voting Power of the members of the Association other than Declarant, and (b) at least ninety percent (90%) of the Mortgagees.

ARTICLE 11 GENERAL PROVISIONS

11.1 Checks, Drafts, Etc. Except as otherwise set forth herein, all checks, drafts, or other orders for payment of money, notes or other evidences of indebtedness, issued in the name of or payable to the Association, shall be signed or endorsed by the President and Chief Financial Officer or by such persons and in such manner as, from time to time, shall be determined by resolution of the Board.

11.2 Contracts, etc.; How Executed. The Board, except as otherwise provided in these Bylaws, may authorize any officer or officers, agent or agents to enter into any contract or execute any instrument permitted under the Declaration or these Bylaws in the name of and on behalf of the Association, and such authority may be general or confined to specific instances; and unless so authorized by the Board, no officer, agent or employee shall have any power or

authority to bind the Association by any contract or engagement or to pledge its credit or to render it liable for any purpose or for any amount.

11.3 Inspection of Bylaws. The Association shall keep in its principal office for the transaction of business the original or a copy of these Bylaws, as amended, certified by the Secretary, which shall be open to inspection by all of the Members at all reasonable times.

11.4 Singular Includes Plural. Wherever the context of these Bylaws requires same, the singular shall include the plural, the masculine shall include the feminine and the term "person" shall include a corporation or other entity, as well as a natural person.

11.5 Conflicting Provisions. In the case of any conflict between any provisions of the Declaration and these Bylaws, the provisions of the Declaration shall control. In the case of any conflict between any provisions of the Articles and these Bylaws, the Articles shall control.

11.6 Fiscal Year. The Fiscal Year of the Association shall be a calendar year unless and until a different Fiscal Year is adopted by the Board at a duly constituted meeting thereof.

11.7 Proof of Membership. If requested by the Board, no person shall exercise the rights of membership in the Association until satisfactory proof thereof has been furnished to the Secretary. Such proof may consist of either a copy of a duly executed and acknowledged grant deed or title insurance policy showing said person to be the owner of an interest in a Condominium entitling it to membership. Such deed or policy shall be deemed conclusive in the absence of a conflicting claim based on a later deed or policy.

11.8 Property Management Report. Any company hired by the Association to serve any management functions shall prepare, on a yearly basis, a report covering such issues, as may be required, from time to time, by the Board.

11.9 Reserves. Any amounts collected by or paid to the Association in excess of operational needs shall be, at the election of the Board (a) set aside as reserves for future financial needs in the manner set forth in the Declaration and deposited into insured interest-bearing accounts or (b) refunded in whole or in part or (c) carried over to future assessment periods and applied to reduce future assessments. These sums may include amounts collected by Declarant from Owners through purchase escrows representing capital contribution by such Owners to the Association.

11.10 Statutory References. All references in these Bylaws to various statutes, codes, regulations, ordinances and other laws shall be deemed to include those laws in effect as of the date of these Bylaws and any successor laws as may be amended from time to time.

CERTIFICATE OF SECRETARY

KNOW ALL MEN BY THESE PRESENTS:

The undersigned, Secretary of Montage Homeowners Association, a California non-profit mutual benefit corporation, does hereby certify that the above and foregoing Bylaws were duly adopted by the Board of Directors of said Association on April 13, 2006 and that they now constitute said Bylaws.

Secretary

State of California
Secretary of State



I, BRUCE McPHERSON, Secretary of State of the State of California, hereby certify:

3

That the attached transcript of _____ page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

APR 29 2006

A handwritten signature in cursive script, reading "Bruce McPherson".

BRUCE McPHERSON
Secretary of State

Montage

Current Unaudited Financial Documents



Balance Sheet - Menas

Properties: Montage Homeowners Association - C/O Menas HOA Management 7592 Metropolitan Drive, #401 San Diego, CA 92108

As of: 12/31/2024

Accounting Basis: Accrual

GL Account Map: None - use master chart of accounts

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Number	Account Name	Balance
ASSETS		
Cash		
10010	Operating Account	145,592.28
10070	CITY NATIONAL BANK	7,848.84
10125	First Citizens Bank	193,108.07
10190	Axos Bank Reserve	260,673.20
10215	SD County Credit Union - CD1	248,862.53
	Total Cash	856,084.92
10500	Assessments Receivable	730.50
10700	Allowance For Uncollectibles	-12,824.14
10800	PREPAID INSURANCE	2,749.00
	TOTAL ASSETS	846,740.28
LIABILITIES & CAPITAL		
Liabilities		
RESERVE FUND		
30005	General Reserve	151,012.00
30030	Painting Reserves	63,440.04
30040	ROOF RESERVES	201,291.62
30060	Gate / Fence Reserves	81,432.76
30070	STREETS/DRIVE RESERVES	55,233.42
30080	POOL/SPA/CABANA RESERVES	17,927.92
30100	DECKS/STAIRS RESERVES	-24,117.00
30120	TERMITE RESERVES	62,954.00
30130	Lighting / Electrical Reserves	10,457.97
30150	Landscape Reserves	14,769.64
30158	LANDSCAPE TREE TRIM RESERVES	-8,000.00
30215	PLAYGROUND RESERVES	8,497.38
30300	Contingency Reserves	20,329.96
30320	Reserves - Interest	14,292.52
30330	Mailboxes Reserve	5,812.88
30350	GARAGE DOOR RESERVES	34,713.16
30665	POOL/SPA PUMPS RESERVES	-1,700.00
30960	FURNITURE RESERVES	-6,491.57
39999	Miscellaneous Reserves	14,051.07
	Total RESERVE FUND	715,907.77
20000	Prepaid Assessments	6,490.00
20300	Fund Balance	67,422.93
21000	Accounts Payable	5,596.57
23220	A/P Insurance	570.16

Balance Sheet - Menas

Account Number	Account Name	Balance
80501	Clearing Account	165.48
80505	Civil Code Collections: Late Notice	310.00
80521	Bank NSF Charged to Owner	35.00
80607	Payment Plan Setup Fee	300.00
Total Liabilities		796,797.91
Capital		
40025	Balance Forward	12,128.97
	Calculated Retained Earnings	-23,731.16
	Calculated Prior Years Retained Earnings	61,544.56
Total Capital		49,942.37
TOTAL LIABILITIES & CAPITAL		846,740.28

Income Statement - Menas

Properties: Montage Homeowners Association - C/O Menas HOA Management 7592 Metropolitan Drive, #401 San Diego, CA 92108

Period Basis: Calendar

As of: Dec 2024

Additional Account Types: Liability, Capital

Accounting Basis: Accrual

GL Account Map: None - use master chart of accounts

Level of Detail: Detail View

Account Number	Account Name	MTD Actual	MTD Budget	MTD \$ Var.	YTD Actual	YTD Budget	YTD \$ Var.	Annual Budget
Income								
40000	Operating/Reserve Portion of Assessments	20,790.00	20,790.00	0.00	207,900.00	207,900.00	0.00	249,480.00
40030	Late Fee	0.00	0.00	0.00	182.00	0.00	182.00	0.00
40070	Interest Income Reserves	1.00	0.00	1.00	3,826.33	0.00	3,826.33	0.00
40080	CC&RS Fine & Violation	50.00	0.00	50.00	200.00	0.00	200.00	0.00
40120	Keys/Cards/Transmitter	0.00	0.00	0.00	50.00	0.00	50.00	0.00
40135	Parking Permit Income	0.00	0.00	0.00	200.00	0.00	200.00	0.00
40322	Tax Refund	0.00	0.00	0.00	36.73	0.00	36.73	0.00
40330	Submeters Reimbursement	0.00	5,575.00	-5,575.00	41,028.60	55,750.00	-14,721.40	66,900.00
40500	FOBs/Permits	0.00	0.00	0.00	245.00	0.00	245.00	0.00
	Total Operating Income	20,841.00	26,365.00	-5,524.00	253,668.66	263,650.00	-9,981.34	316,380.00
Expense								
ADMINISTRATIVE								
60000	Management Fees	1,795.00	1,795.00	0.00	17,950.00	17,950.00	0.00	21,540.00
60010	Misc. Administrative	1,018.50	400.00	-618.50	5,038.71	4,000.00	-1,038.71	4,800.00
60031	Printing / Mailing / Supplies	0.00	0.00	0.00	78.43	0.00	-78.43	0.00
60090	Insurance	853.41	1,100.00	246.59	12,947.17	11,000.00	-1,947.17	13,200.00
60100	Taxes - State & Federal	610.26	25.00	-585.26	2,388.06	250.00	-2,138.06	300.00
60130	Accounting & Audit	0.00	80.00	80.00	2,050.00	800.00	-1,250.00	960.00
60150	Reserve Study	0.00	70.00	70.00	0.00	700.00	700.00	840.00
60160	Legal & Professional	0.00	450.00	450.00	945.00	4,500.00	3,555.00	5,400.00
60180	License Fees Permits	0.00	75.00	75.00	611.00	750.00	139.00	900.00
	Total ADMINISTRATIVE	4,277.17	3,995.00	-282.17	42,008.37	39,950.00	-2,058.37	47,940.00
BUILDING / GENERAL REPAIRS & MAINT.								
60070	Miscellaneous Expense	150.00	0.00	-150.00	150.00	0.00	-150.00	0.00

Income Statement - Menas

Account Number	Account Name	MTD Actual	MTD Budget	MTD \$ Var.	YTD Actual	YTD Budget	YTD \$ Var.	Annual Budget
60340	Keys/Remotes/Locks	0.00	100.00	100.00	0.00	1,000.00	1,000.00	1,200.00
71040	Backflow Repairs	330.00	0.00	-330.00	330.00	0.00	-330.00	0.00
71101	General Repairs & Maintenance	1,429.84	900.00	-529.84	9,785.60	9,000.00	-785.60	10,800.00
73000	Janitorial Contract	461.00	439.00	-22.00	4,412.00	4,390.00	-22.00	5,268.00
73010	Janitorial Supplies/Extras	1,265.00	350.00	-915.00	5,087.50	3,500.00	-1,587.50	4,200.00
74000	Pest Control	668.00	334.00	-334.00	3,674.00	3,340.00	-334.00	4,008.00
74040	Security Services	0.00	66.00	66.00	408.06	660.00	251.94	792.00
74121	Gate / Fence Repair	0.00	500.00	500.00	14,618.94	5,000.00	-9,618.94	6,000.00
74160	Lighting Maintenance	0.00	100.00	100.00	0.00	1,000.00	1,000.00	1,200.00
74180	Plumbing Maintenance	0.00	50.00	50.00	0.00	500.00	500.00	600.00
74188	Storm Drain Maintenance	0.00	30.00	30.00	187.00	300.00	113.00	360.00
74192	Annual Fire Extinguisher Inspection Maintenance Contract	0.00	0.00	0.00	186.22	0.00	-186.22	0.00
74195	Fire Prevention Maintenance	0.00	35.00	35.00	196.22	350.00	153.78	420.00
74196	Fire System and Monitoring	0.00	0.00	0.00	211.98	0.00	-211.98	0.00
Total BUILDING / GENERAL REPAIRS & MAINT.		4,303.84	2,904.00	-1,399.84	39,247.52	29,040.00	-10,207.52	34,848.00
LANDSCAPE MAINTENANCE								
71000	Monthly Landscape Maintenance	1,617.00	1,540.00	-77.00	15,477.00	15,400.00	-77.00	18,480.00
71005	Landscape - Supplies	0.00	50.00	50.00	2,025.00	500.00	-1,525.00	600.00
71010	Landscape Irrigation Repairs	485.00	300.00	-185.00	2,865.00	3,000.00	135.00	3,600.00
71020	Tree Trimming	2,300.00	350.00	-1,950.00	2,300.00	3,500.00	1,200.00	4,200.00
71030	Landscape - Extras	0.00	0.00	0.00	2,025.00	0.00	-2,025.00	0.00
Total LANDSCAPE MAINTENANCE		4,402.00	2,240.00	-2,162.00	24,692.00	22,400.00	-2,292.00	26,880.00
POOL / SPA / RECREATION AREA								
72000	Pool/Spa - Maintenance	0.00	685.00	685.00	7,419.15	6,850.00	-569.15	8,220.00
72030	Pool/Spa - Supplies	0.00	150.00	150.00	2,416.90	1,500.00	-916.90	1,800.00
Total POOL / SPA / RECREATION AREA		0.00	835.00	835.00	9,836.05	8,350.00	-1,486.05	10,020.00

Income Statement - Menas

Account Number	Account Name	MTD Actual	MTD Budget	MTD \$ Var.	YTD Actual	YTD Budget	YTD \$ Var.	Annual Budget
RESERVE INCOME ACCOUNTS								
80260	Transfer to Reserves	4,014.00	4,014.00	0.00	40,140.00	40,140.00	0.00	48,168.00
80320	Interest Reserves Expense	1.00	0.00	-1.00	3,826.33	0.00	-3,826.33	0.00
Total RESERVE INCOME ACCOUNTS		4,015.00	4,014.00	-1.00	43,966.33	40,140.00	-3,826.33	48,168.00
UTILITIES								
70011	Gas/Electric	1,823.93	1,820.00	-3.93	15,072.94	18,200.00	3,127.06	21,840.00
70020	Water	0.00	7,700.00	7,700.00	70,427.82	77,000.00	6,572.18	92,400.00
70040	Refuse Disposal	2,607.00	2,607.00	0.00	27,358.51	26,070.00	-1,288.51	31,284.00
70050	Telephone	89.76	0.00	-89.76	888.93	0.00	-888.93	0.00
70060	Internet & Phone	396.93	250.00	-146.93	3,901.35	2,500.00	-1,401.35	3,000.00
Total UTILITIES		4,917.62	12,377.00	7,459.38	117,649.55	123,770.00	6,120.45	148,524.00
Total Operating Expense		21,915.63	26,365.00	4,449.37	277,399.82	263,650.00	-13,749.82	316,380.00
Total Operating Income		20,841.00	26,365.00	-5,524.00	253,668.66	263,650.00	-9,981.34	316,380.00
Total Operating Expense		21,915.63	26,365.00	4,449.37	277,399.82	263,650.00	-13,749.82	316,380.00
NOI - Net Operating Income		-1,074.63	0.00	-1,074.63	-23,731.16	0.00	-23,731.16	0.00
Total Income		20,841.00	26,365.00	-5,524.00	253,668.66	263,650.00	-9,981.34	316,380.00
Total Expense		21,915.63	26,365.00	4,449.37	277,399.82	263,650.00	-13,749.82	316,380.00
Net Income		-1,074.63	0.00	-1,074.63	-23,731.16	0.00	-23,731.16	0.00
Liability								
RESERVE FUND								
30005	General Reserve	4,014.00	4,014.00	0.00	33,540.00	40,140.00	-6,600.00	48,168.00
30320	Reserves - Interest	1.00	0.00	1.00	3,826.33	0.00	3,826.33	0.00
Total RESERVE FUND		4,015.00	4,014.00	1.00	37,366.33	40,140.00	-2,773.67	48,168.00
20000	Prepaid Assessments	340.00	0.00	340.00	-377.47	0.00	-377.47	0.00
21000	Accounts Payable	-17,525.07	0.00	-17,525.07	-3,534.01	0.00	-3,534.01	0.00
80501	Clearing Account	0.00	0.00	0.00	45.27	0.00	45.27	0.00
80505	Civil Code Collections: Late Notice	-25.00	0.00	-25.00	230.00	0.00	230.00	0.00
80521	Bank NSF Charged to Owner	0.00	0.00	0.00	35.00	0.00	35.00	0.00

Income Statement - Menas

Account Number	Account Name	MTD Actual	MTD Budget	MTD \$ Var.	YTD Actual	YTD Budget	YTD \$ Var.	Annual Budget
	Total Liability	-13,195.07	4,014.00	-17,209.07	33,755.12	40,140.00	-6,374.88	48,168.00

Income Statement - 12 Month

Menas HOA Management

Properties: Mortgage Homeowners Association - C/O Menas HOA Management 7592 Metropolitan Drive, #401 San Diego, CA 92108

Fund Type: All

Period Basis: Calendar

Period Range: Mar 2024 to Dec 2024

Accounting Basis: Accrual

GL Account Map: None - use master chart of accounts

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Name	Account Number	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Total
Operating Income & Expense												
Income												
Operating/Reserve Portion of Assessments	40000	20,790.00	20,790.00	20,790.00	20,790.00	20,790.00	20,790.00	20,790.00	20,790.00	20,790.00	20,790.00	207,900.00
Late Fee	40030	160.50	33.00	-137.50	0.00	31.50	31.50	0.00	0.00	63.00	0.00	182.00
Interest Income Reserves	40070	515.57	500.01	517.69	744.11	1.00	1.00	1,543.95	1.00	1.00	1.00	3,826.33
CC&RS Fine & Violation	40080	0.00	0.00	0.00	0.00	50.00	0.00	100.00	0.00	0.00	50.00	200.00
Keys/Cards/Transmitter	40120	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
Parking Permit Income	40135	0.00	0.00	50.00	0.00	0.00	50.00	50.00	50.00	0.00	0.00	200.00
Tax Refund	40322	0.00	0.00	0.00	0.00	0.00	0.00	36.73	0.00	0.00	0.00	36.73
Submeters Reimbursement	40330	7,326.84	0.00	8,238.08	0.00	6,626.57	0.00	9,571.04	0.00	9,266.07	0.00	41,028.60
FOBs/Permits	40500	0.00	0.00	0.00	70.00	35.00	0.00	0.00	0.00	140.00	0.00	245.00
Total Operating Income		28,792.91	21,323.01	29,508.27	21,604.11	27,534.07	20,872.50	32,091.72	20,841.00	30,260.07	20,841.00	253,668.66
Expense												
ADMINISTRATIVE												
Management Fees	60000	1,795.00	1,795.00	1,795.00	1,795.00	1,795.00	1,795.00	1,795.00	1,795.00	1,795.00	1,795.00	17,950.00
Misc. Administrative	60010	1,103.18	0.00	286.96	1,522.15	0.00	106.00	1,002.92	0.00	0.00	1,018.50	5,038.71
Printing / Mailing / Supplies	60031	78.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.43
Insurance	60090	846.43	852.42	0.00	1,704.84	0.00	0.00	3,521.25	4,315.41	853.41	853.41	12,947.17
Taxes - State & Federal	60100	0.00	0.00	0.00	1,000.00	165.00	570.00	0.00	42.80	0.00	610.26	2,388.06
Accounting & Audit	60130	0.00	0.00	0.00	0.00	975.00	0.00	0.00	1,075.00	0.00	0.00	2,050.00
Legal & Professional	60160	0.00	283.00	128.00	201.00	125.00	83.00	0.00	125.00	0.00	0.00	945.00
License Fees Permits	60180	0.00	0.00	0.00	36.00	0.00	576.00	0.00	0.00	0.00	0.00	611.00
Total ADMINISTRATIVE		3,823.04	2,930.42	2,209.96	6,257.99	3,060.00	3,129.00	6,319.17	7,353.21	2,648.41	4,277.17	42,008.37
BUILDING / GENERAL REPAIRS & MAINT.												
Miscellaneous Expense	60070	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	150.00

Income Statement - 12 Month

Account Name	Account Number	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Total
Backflow Repairs	71040	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	330.00	330.00
General Repairs & Maintenance	71101	870.00	605.46	708.91	735.52	782.50	1,755.20	1,376.96	278.17	1,243.04	1,429.84	9,786.60
Janitorial Contract	73000	439.00	439.00	439.00	439.00	439.00	439.00	439.00	439.00	439.00	461.00	4,412.00
Janitorial Supplies/Extras	73010	405.00	895.00	385.00	450.00	412.50	450.00	0.00	825.00	0.00	1,265.00	5,087.50
Pest Control	74000	334.00	334.00	334.00	334.00	334.00	334.00	334.00	334.00	334.00	668.00	3,674.00
Security Services	74040	0.00	0.00	196.08	0.00	0.00	211.98	0.00	0.00	0.00	0.00	408.06
Gate / Fence Repair	74121	2,625.00	0.00	2,222.46	9,721.48	25.00	0.00	0.00	25.00	0.00	0.00	14,618.94
Storm Drain Maintenance	74188	0.00	187.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	187.00
Annual Fire Extinguisher Inspection Maintenance Contract	74192	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	186.22	0.00	186.22
Fire Prevention Maintenance	74195	0.00	0.00	0.00	0.00	0.00	0.00	0.00	196.22	0.00	0.00	196.22
Fire System and Monitoring	74196	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	211.98	0.00	211.98
Total BUILDING / GENERAL REPAIRS & MAINT.		4,673.00	2,460.46	4,285.45	11,680.00	1,993.00	3,190.18	2,149.96	2,097.39	2,414.24	4,303.84	39,247.52
LANDSCAPE MAINTENANCE												
Monthly Landscape Maintenance	71000	1,540.00	1,540.00	1,540.00	1,540.00	1,540.00	1,540.00	1,540.00	1,540.00	1,540.00	1,617.00	15,477.00
Landscape - Supplies	71005	0.00	0.00	2,025.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,025.00
Landscape Irrigation Repairs	71010	390.00	0.00	390.00	710.00	405.00	485.00	0.00	0.00	0.00	485.00	2,865.00
Tree Trimming	71020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,300.00	2,300.00
Landscape - Extras	71030	0.00	0.00	0.00	2,025.00	0.00	0.00	0.00	0.00	0.00	0.00	2,025.00
Total LANDSCAPE MAINTENANCE		1,930.00	1,540.00	3,955.00	4,275.00	1,945.00	2,025.00	1,540.00	1,540.00	1,540.00	4,402.00	24,692.00
POOL / SPA / RECREATION AREA												
Pool/Spa - Maintenance	72000	675.00	0.00	685.00	1,949.15	685.00	685.00	685.00	685.00	1,370.00	0.00	7,419.15
Pool/Spa - Supplies	72030	0.00	0.00	0.00	2,241.90	0.00	45.00	0.00	130.00	0.00	0.00	2,416.90
Total POOL / SPA / RECREATION AREA		675.00	0.00	685.00	4,191.05	685.00	730.00	685.00	815.00	1,370.00	0.00	9,836.05
RESERVE INCOME ACCOUNTS												
Transfer to Reserves	80260	3,116.00	3,116.00	5,810.00	4,014.00	4,014.00	4,014.00	4,014.00	4,014.00	4,014.00	4,014.00	40,140.00
Interest Reserves Expense	80320	515.57	500.01	517.69	744.11	1.00	1.00	1,543.95	1.00	1.00	1.00	3,826.33
Total RESERVE INCOME ACCOUNTS		3,631.57	3,616.01	6,327.69	4,758.11	4,015.00	4,015.00	5,557.95	4,015.00	4,015.00	4,015.00	43,966.33
UTILITIES												
Gas/Electric	70011	1,790.66	0.00	1,762.68	1,831.56	1,856.64	1,620.13	1,888.27	149.10	2,349.97	1,823.93	15,072.94

Income Statement - 12 Month

Account Name	Account Number	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Total
Water	70020	4,867.89	0.00	0.00	22,306.44	9,188.85	8,652.66	9,405.60	7,810.38	8,206.00	0.00	70,427.82
Refuse Disposal	70040	3,024.44	3,024.44	3,377.56	4,431.12	4,431.12	2,623.27	2,189.56	0.00	1,650.00	2,607.00	27,358.51
Telephone	70050	69.76	101.09	89.76	89.76	89.76	89.76	89.76	89.76	89.76	89.76	888.93
Internet & Phone	70060	341.38	346.18	407.96	403.33	403.33	401.51	404.59	397.02	399.12	396.93	3,901.35
Total UTILITIES		10,084.13	3,471.71	5,637.96	29,062.21	15,969.70	13,387.33	13,977.78	8,446.26	12,694.85	4,917.62	117,649.55
Total Operating Expense		24,816.74	14,018.60	23,101.06	60,224.36	27,667.70	26,476.51	30,229.86	24,266.86	24,682.50	21,915.63	277,399.82
NOI - Net Operating Income		3,976.17	7,304.41	6,407.21	-38,620.25	-133.63	-5,604.01	1,861.86	-3,425.86	5,577.57	-1,074.63	-23,731.16
Total Income		28,792.91	21,323.01	29,508.27	21,604.11	27,534.07	20,872.50	32,091.72	20,841.00	30,260.07	20,841.00	253,688.66
Total Expense		24,816.74	14,018.60	23,101.06	60,224.36	27,667.70	26,476.51	30,229.86	24,266.86	24,682.50	21,915.63	277,399.82
Net Income		3,976.17	7,304.41	6,407.21	-38,620.25	-133.63	-5,604.01	1,861.86	-3,425.86	5,577.57	-1,074.63	-23,731.16

General Ledger

Properties: Mortgage Homeowners Association - C/O Menas HOA Management 7592 Metropolitan Drive, #401 San Diego, CA 92108

Created By: All

GL Accounts: All

Exclude Zero Dollar Receipts From Cash Accounts: Yes

Date Range: 12/01/2024 to 12/31/2024

Accounting Basis: Accrual

Show Reversed Transactions: No

GL Account Map: None - use master chart of accounts

Project: All

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
10010 - Operating Account							
Starting Balance							156,890.48
12/01/2024		JE	14357		4,014.00	152,876.48	
12/01/2024	Jessica M. Griffin	eCheck receipt	D049-9170	315.00		153,191.48	December 2024 - Regular Assessment
12/01/2024	Eduardo Garcia	eCheck receipt	D34F-3ED0	315.00		153,506.48	December 2024 - Regular Assessment
12/01/2024	Matthew Michael Young	eCheck receipt	D3F4-E1F0	315.00		153,821.48	December 2024 - Regular Assessment
12/01/2024	Jay Biata	eCheck receipt	E2A8-BE30	315.00		154,136.48	December 2024 - Regular Assessment
12/01/2024	Lourdes C. Likes	eCheck receipt	3634-EAA0	315.00		154,451.48	December 2024 - Regular Assessment
12/01/2024	PATRICK HIGLE	eCheck receipt	6C34-E6A0	315.00		154,766.48	December 2024 - Regular Assessment
12/01/2024	Aksel Encinas	eCheck receipt	7A32-D920	315.00		155,081.48	December 2024 - Regular Assessment
12/01/2024	Angello Magsino	eCheck receipt	8333-CDB0	315.00		155,396.48	December 2024 - Regular Assessment
12/01/2024	James & Analae Romero	eCheck receipt	F37A-37E0	315.00		155,711.48	December 2024 - Regular Assessment
12/01/2024	Rosalinda Gonzalez	eCheck receipt	03C8-6C70	315.00		156,026.48	December 2024 - Regular Assessment
12/01/2024	HO L. NGUYEN	eCheck receipt	250C-FD90	315.00		156,341.48	December 2024 - Regular Assessment
12/01/2024	Mei Huang	eCheck receipt	35CA-61B0	315.00		156,656.48	December 2024 - Regular Assessment
12/01/2024	Marcus Moore	CC receipt	5896-EE20	315.00		156,971.48	December 2024 - Regular Assessment
12/01/2024	RICARDO DANIEL & JAMES D.	CC receipt	44CD-D7A0	315.00		157,286.48	December 2024 - Regular

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
TORRES							
12/01/2024	Ramon Legaspi	eCheck receipt	76AB-AC00	315.00		157,601.48	Assessment December 2024 - Regular
12/01/2024	Romulo Quinto	eCheck receipt	9A9F-FAC0	315.00		157,916.48	Assessment December 2024 - Regular
12/01/2024	CHARLES & KATHYLN WHITE	eCheck receipt	E202-91E0	315.00		158,231.48	Assessment December 2024 - Regular
12/01/2024	Adhanel Keflexighi	eCheck receipt	151A-DF40	315.00		158,546.48	Assessment December 2024 - Regular
12/01/2024	FANG YAN	eCheck receipt	1F35-0210	315.00		158,861.48	Assessment December 2024 - Regular
12/01/2024	Lester Ignacio	eCheck receipt	712B-D030	39.99		158,901.47	Assessment December 2024 - Regular
12/01/2024	Lester Ignacio	eCheck receipt	712B-D030	16.50		158,917.97	Late Fee for Nov 2024 Assessment
12/01/2024	Lester Ignacio	eCheck receipt	712B-D030	300.01		159,217.98	Online Payment December 2024 - Regular
12/01/2024	Janelle Evette Jones	eCheck receipt	43CB-3070	315.00		159,532.98	Assessment December 2024 - Regular
12/01/2024	Menas Hoa Management	eCheck	F148-B470		1,795.00	157,737.98	Monthly Management Fee
12/02/2024	Li Li	Receipt	0075488679	315.00		158,052.98	Prepaid Any
12/02/2024	Li Li	Receipt	0075488678	15.00		158,067.98	
12/02/2024	Li Li	Receipt	0075488678	300.00		158,367.98	Prepaid Any
12/02/2024	Gregory Forte	Receipt	0226	315.00		158,682.98	
12/03/2024	Emilio Guzman	eCheck receipt	61A7-3C20	315.00		158,997.98	Assessment December 2024 - Regular
12/03/2024	Laurie Weberman-Roussel	eCheck receipt	6224-3090	315.00		159,312.98	Assessment December 2024 - Regular
12/03/2024	Laurie Weberman-Roussel	eCheck receipt	62A0-2F50	315.00		159,627.98	Assessment December 2024 - Regular
12/03/2024	Laurie Weberman-Roussel	eCheck receipt	6321-86C0	315.00		159,942.98	Assessment December 2024 - Regular
12/03/2024	Laurie Weberman-Roussel	eCheck receipt	638E-CS00	315.00		160,257.98	Assessment December 2024 - Regular
12/03/2024	Deborah WebermanMeidhardt	eCheck receipt	6433-AAE0	315.00		160,572.98	Assessment December 2024 - Regular
12/03/2024	Angela Rose Davidson	Receipt	0076270528	315.00		160,887.98	
12/04/2024	Shawn Wilson	eCheck receipt	0949-4600	315.00		161,202.98	Assessment December 2024 - Regular
12/04/2024	Angela Rose Davidson	Receipt	0076270528	315.00		161,517.98	Prepaid Any
12/05/2024	Christopher Usita	eCheck receipt	116D-2090	315.00		161,832.98	Assessment December 2024 - Regular

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/05/2024	Joseph Murphy	eCheck receipt	1F69-A410	315.00		162,147.98	December 2024 - Regular Assessment
12/05/2024	Jon M. Pilarski	eCheck receipt	25F8-6320	105.00		162,252.98	December 2024 - Regular Assessment
12/05/2024	Jon M. Pilarski	eCheck receipt	25F8-6320	195.00		162,447.98	Online Payment
12/05/2024	Monica L Montgomery	eCheck receipt	2BE6-54D0	315.00		162,762.98	December 2024 - Regular Assessment
12/05/2024	Hui Li	eCheck receipt	7FB3-2E50	315.00		163,077.98	December 2024 - Regular Assessment
12/05/2024	Anthony Grizzard	eCheck receipt	574B-A7E0	315.00		163,392.98	December 2024 - Regular Assessment
12/05/2024	Department of the Treasury	Check	1205		592.03	162,800.95	
12/05/2024	Payne Pest Management	Check	1206		125.00	162,675.95	
12/05/2024	Payne Pest Management	Check	1206		94.00	162,581.95	
12/05/2024	Payne Pest Management	Check	1206		55.00	162,526.95	
12/05/2024	Payne Pest Management	Check	1206		60.00	162,466.95	
12/05/2024	SAN DIEGO GAS & ELECTRIC	Check	1207		2,349.97	160,116.98	
12/05/2024	Travelers CL Remittance Center	Check	1208		853.41	159,263.57	
12/05/2024	Christopher Alexander Jackson	CC receipt	9212-84D0	315.00		159,578.57	December 2024 - Regular Assessment
12/07/2024	Venancia Encomienda	eCheck receipt	6B1C-E330	315.00		159,893.57	December 2024 - Regular Assessment
12/08/2024	Savannah Arnold	eCheck receipt	D727-0870	315.00		160,208.57	December 2024 - Regular Assessment
12/09/2024	La Tisha Harvey	eCheck receipt	2844-5990	25.00		160,233.57	
12/09/2024	La Tisha Harvey	eCheck receipt	2844-5990	290.00		160,523.57	November 2024 - Regular Assessment
12/10/2024	Farid and Alla Zarif	eCheck receipt	99D2-E890	315.00		160,838.57	December 2024 - Regular Assessment
12/10/2024	Alexander D Cesar	eCheck receipt	7350-FD10	315.00		161,153.57	December 2024 - Regular Assessment
12/10/2024	Alexander D Cesar	eCheck receipt	7350-FD10	70.00		161,223.57	(2) Gate Remotes
12/10/2024	Alvin Harold Encomienda	eCheck receipt	4F13-04E0	315.00		161,538.57	December 2024 - Regular Assessment
12/10/2024	Loraine Abney	Receipt	0077229558	315.00		161,853.57	
12/11/2024	Edgar Cardova	eCheck receipt	C414-0D50	315.00		162,168.57	December 2024 - Regular Assessment
12/11/2024	Ecology Care	eCheck	759B-3A30		1,540.00	160,628.57	
12/11/2024	Ecology Care	eCheck	759B-3A30		439.00	160,189.57	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/1/2024	Ecology Care	eCheck	759B-3A30		375.00	159,814.57	
12/1/2024	Ecology Care	eCheck	759B-3A30		485.00	159,329.57	
12/1/2024	Miramar Fire Equipment	eCheck	7599-E090		186.22	159,143.35	
12/12/2024	Dennis Dillayre	eCheck receipt	DAF9-EF90	315.00		159,458.35	December 2024 - Regular Assessment
12/12/2024	Nathaniel Garcia Yapo	eCheck receipt	E359-CA70	315.00		159,773.35	December 2024 - Regular Assessment
12/12/2024	Luis Alacron	eCheck receipt	BEE0-9540	315.00		160,088.35	December 2024 - Regular Assessment
12/12/2024	MAXIMO & MARYANN NISPEROS	eCheck receipt	38FD-2760	315.00		160,403.35	December 2024 - Regular Assessment
12/12/2024	Lorraine Abney	Receipt	0072495610	315.00		160,718.35	Prepaid Any
12/13/2024	City Treasurer	Check	1209		8,206.00	152,512.35	
12/13/2024	Imperial Pool Care	Check	1210		685.00	151,827.35	
12/13/2024	Payne Pest Management	Check	1211		94.00	151,733.35	
12/13/2024	Payne Pest Management	Check	1211		60.00	151,673.35	
12/13/2024	ProTec Building Services	Check	1212		1,243.04	150,430.31	
12/13/2024	AT&T	Payment	Epay		395.93	150,034.38	XXXXX5003EPAYP
12/15/2024	Michelle Arandia	eCheck receipt	72A3-7090	315.00		150,349.38	December 2024 - Regular Assessment
12/16/2024	Pacific Backflow	Check	1213		330.00	150,019.38	
12/17/2024	Imperial Pool Care	Check	1214		685.00	149,334.38	
12/17/2024	Payne Pest Management	Check	1215		125.00	149,209.38	
12/17/2024	Payne Pest Management	Check	1215		125.00	149,084.38	
12/17/2024	Payne Pest Management	Check	1215		94.00	148,990.38	
12/17/2024	Payne Pest Management	Check	1215		55.00	148,935.38	
12/17/2024	Payne Pest Management	Check	1215		55.00	148,880.38	
12/17/2024	Payne Pest Management	Check	1215		60.00	148,820.38	
12/17/2024	ProTec Building Services	Check	1216		1,219.84	147,600.54	
12/17/2024	Mohammad Borghel	Receipt	0018663032	330.00		147,930.54	Prepaid Any
12/17/2024	Republic Services	Payment	Epay		2,607.00	145,323.54	Monthly Refuse Disposal Bill
12/18/2024	Deflin Dillayre	eCheck receipt	AF-A3-A4A0	315.00		145,638.54	Online Payment
12/18/2024	Shalia Billard	eCheck receipt	CS79-87B0	315.00		145,953.54	Online Payment
12/18/2024	La Tisha Harvey	eCheck receipt	F191-28A0	25.00		145,978.54	November 2024 - Regular Assessment
12/18/2024	La Tisha Harvey	eCheck receipt	F191-28A0	315.00		146,293.54	December 2024 - Regular Assessment

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/18/2024	La Tisha Harvey	eCheck receipt	F191-28A0	10.00		146,303.54	Late Fee for Nov 2024
12/20/2024	David a Denni	eCheck receipt	584F-AB50	315.00		146,618.54	Online Payment
12/21/2024	Ecology Care	eCheck	D84B-2EC0		500.00	146,118.54	
12/22/2024	JOSE LUIS NAVARRO ADAME	eCheck receipt	FA9A-7680	315.00		146,433.54	Online Payment
12/23/2024	Menas Hoa Management	eCheck	07B2-8D60		1,018.50	145,415.04	4th Quarter 2024 GL 60060 Admin Operating Costs + year end Mailers
12/24/2024	Jacqueline Davis	eCheck receipt	D9DA-CDD0	315.00		145,730.04	Online Payment
12/27/2024	Menas Hoa Management	eCheck	DD9B-6670		25.00	145,705.04	COL2412 December 2024 Civil Code Late Notice Notifications
12/27/2024	JENNIFER J. LOMELI	eCheck receipt	8A65-8190	315.00		146,020.04	Online Payment
12/27/2024	Ecology Care	Check	1217		1,617.00	144,403.04	
12/27/2024	Ecology Care	Check	1218		461.00	143,942.04	
12/27/2024	COX BUSINESS	Payment	Epay		89.76	143,852.28	Monthly Telephone Bill
12/28/2024	WLH Financial Services	eCheck	3294-80C0		150.00	143,702.28	
12/28/2024	Jessica Morama Garcia	eCheck receipt	C1FF-46C0	315.00		144,017.28	Online Payment
12/30/2024	Keller Brandalyn Raene	eCheck receipt	785D-EEE0	315.00		144,332.28	Online Payment
12/30/2024	Phillipe Reza Montayre	eCheck receipt	76F8-2D30	315.00		144,647.28	Online Payment
12/31/2024	HAROLD & NAIRA SANANI TRAN	eCheck receipt	2E5E-EG80	315.00		144,962.28	Online Payment
12/31/2024	WILLIAMI & JASMIN MELENDEZ	eCheck receipt	83F8-1540	315.00		145,277.28	Online Payment
12/31/2024	Antonio Genuino Olaes	eCheck receipt	AA55-F660	315.00		145,592.28	Online Payment
Net Change				21,566.50	32,864.70	145,592.28	
10070 - CITY NATIONAL BANK							
Starting Balance						7,848.84	
Net Change				0.00	0.00	7,848.84	
10125 - First Citizens Bank							
Starting Balance						193,108.07	
Net Change				0.00	0.00	193,108.07	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
10190 - Axios Bank Reserve							
Starting Balance						263,258.20	
12/01/2024		JE	14345	1.00		263,259.20	
12/01/2024		JE	14357	4,014.00		267,273.20	
12/13/2024	Payne Pest Management	Check	5009		6,600.00	260,673.20	1-3268_10 Termite Renewal
Net Change				4,015.00	6,600.00	260,673.20	
10215 - SD County Credit Union - CD1							
Starting Balance						248,862.53	
Net Change				0.00	0.00	248,862.53	
10500 - Assessments Receivable							
Starting Balance						1,117.00	
12/01/2024	JENNIFER J. LOMELI	Charge		315.00		1,432.00	December 2024 - Regular Assessment
12/01/2024	JENNIFER J. LOMELI	Receipt			315.00	1,117.00	
12/01/2024	Jacqueline Davis	Charge		315.00		1,432.00	December 2024 - Regular Assessment
12/01/2024	Jacqueline Davis	Receipt			315.00	1,117.00	
12/01/2024	Jessica Morama Garcia	Charge		315.00		1,432.00	December 2024 - Regular Assessment
12/01/2024	Jessica Morama Garcia	Receipt			315.00	1,117.00	
12/01/2024	HAROLD & NAIRA SANANI TRAN	Charge		315.00		1,432.00	December 2024 - Regular Assessment
12/01/2024	HAROLD & NAIRA SANANI TRAN	Receipt			315.00	1,117.00	
12/01/2024	Keller Brandalyn Raene	Charge		315.00		1,432.00	December 2024 - Regular Assessment
12/01/2024	Keller Brandalyn Raene	Receipt			315.00	1,117.00	
12/01/2024	WILLIAM I & JASMIN MELENDEZ	Charge		315.00		1,432.00	December 2024 - Regular Assessment
12/01/2024	WILLIAM I & JASMIN MELENDEZ	Receipt			315.00	1,117.00	
12/01/2024	Antonio Genuino Claes	Charge		315.00		1,432.00	December 2024 - Regular Assessment

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/01/2024	Antonio Genuino Olaes	Receipt			315.00	1,117.00	
12/01/2024	Philippe Reza Montayre	Charge		315.00		1,432.00	December 2024 - Regular Assessment
12/01/2024	Philippe Reza Montayre	Receipt			315.00	1,117.00	
12/01/2024	Mei Huang	Charge		315.00		1,432.00	December 2024 - Regular Assessment
12/01/2024	Angela Rose Davidson	Charge		315.00		1,747.00	December 2024 - Regular Assessment
12/01/2024	David a Denni	Charge		315.00		2,062.00	December 2024 - Regular Assessment
12/01/2024	David a Denni	Receipt			315.00	1,747.00	
12/01/2024	Rosalinda Gonzalez	Charge		315.00		2,062.00	December 2024 - Regular Assessment
12/01/2024	Lorraine Abney	Charge		315.00		2,377.00	December 2024 - Regular Assessment
12/01/2024	Edgar Cardova	Charge		315.00		2,692.00	December 2024 - Regular Assessment
12/01/2024	Laurie Webberman-Roussel	Charge		315.00		3,007.00	December 2024 - Regular Assessment
12/01/2024	Shawn Wilson	Charge		315.00		3,322.00	December 2024 - Regular Assessment
12/01/2024	Angello Magsino	Charge		315.00		3,637.00	December 2024 - Regular Assessment
12/01/2024	Ramon Legaspi	Charge		315.00		3,952.00	December 2024 - Regular Assessment
12/01/2024	Hui Li	Charge		315.00		4,267.00	December 2024 - Regular Assessment
12/01/2024	Aksel Encinas	Charge		315.00		4,582.00	December 2024 - Regular Assessment
12/01/2024	Shalia Billard	Charge		315.00		4,897.00	December 2024 - Regular Assessment
12/01/2024	Shalia Billard	Receipt			315.00	4,582.00	
12/01/2024	Lester Ignacio	Charge		315.00		4,897.00	December 2024 - Regular Assessment
12/01/2024	Gregory Forte	Charge		315.00		5,212.00	December 2024 - Regular Assessment
12/01/2024	Nathaniel Garcia Yapo	Charge		315.00		5,527.00	December 2024 - Regular Assessment
12/01/2024	Farid and Alia Zarif	Charge		315.00		5,842.00	December 2024 - Regular Assessment
12/01/2024	Jessica M. Griffin	Charge		315.00		6,157.00	December 2024 - Regular

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/01/2024	Christopher Alexander Jackson	Charge		315.00		6,472.00	Assessment December 2024 - Regular
12/01/2024	Monica L. Montgomery	Charge		315.00		6,787.00	December 2024 - Regular Assessment
12/01/2024	Mohammad Borghel	Charge		315.00		7,102.00	December 2024 - Regular Assessment
12/01/2024	Mohammad Borghel	Receipt			75.00	7,027.00	
12/01/2024	Mohammad Borghel	Receipt			240.00	6,787.00	
12/01/2024	Delfin Dilaire	Charge		315.00		7,102.00	December 2024 - Regular Assessment
12/01/2024	Delfin Dilaire	Receipt			315.00	6,787.00	
12/01/2024	James & Analise Romero	Charge		315.00		7,102.00	December 2024 - Regular Assessment
12/01/2024	Jay Biata	Charge		315.00		7,417.00	December 2024 - Regular Assessment
12/01/2024	Michelle Arandla	Charge		315.00		7,732.00	December 2024 - Regular Assessment
12/01/2024	Emilio Guzman	Charge		315.00		8,047.00	December 2024 - Regular Assessment
12/01/2024	Laurie Webberman-Roussel	Charge		315.00		8,362.00	December 2024 - Regular Assessment
12/01/2024	Janelle Evette Jones	Charge		315.00		8,677.00	December 2024 - Regular Assessment
12/01/2024	Romulo Quinto	Charge		315.00		8,992.00	December 2024 - Regular Assessment
12/01/2024	Marcus Moore	Charge		315.00		9,307.00	December 2024 - Regular Assessment
12/01/2024	Christopher Usita	Charge		315.00		9,622.00	December 2024 - Regular Assessment
12/01/2024	Lourdes C. Likes	Charge		315.00		9,937.00	December 2024 - Regular Assessment
12/01/2024	Joseph Murphy	Charge		315.00		10,252.00	December 2024 - Regular Assessment
12/01/2024	Luis Alarcon	Charge		315.00		10,567.00	December 2024 - Regular Assessment
12/01/2024	Glomen A. Senir	Charge		315.00		10,882.00	December 2024 - Regular Assessment
12/01/2024	Glomen A. Senir	Receipt			315.00	10,567.00	
12/01/2024	Matthew Michael Young	Charge		315.00		10,882.00	December 2024 - Regular Assessment

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/01/2024	Laurie Webberman-Roussel	Charge		315.00		11,197.00	December 2024 - Regular Assessment
12/01/2024	Eduardo Garcia	Charge		315.00		11,512.00	December 2024 - Regular Assessment
12/01/2024	Dennis Dliayre	Charge		315.00		11,827.00	December 2024 - Regular Assessment
12/01/2024	Deborah WebbermanWeidhardt	Charge		315.00		12,142.00	December 2024 - Regular Assessment
12/01/2024	Laurie Webberman-Roussel	Charge		315.00		12,457.00	December 2024 - Regular Assessment
12/01/2024	Alvin Harold Encomienda	Charge		315.00		12,772.00	December 2024 - Regular Assessment
12/01/2024	Venancia Encomienda	Charge		315.00		13,087.00	December 2024 - Regular Assessment
12/01/2024	La Tisha Harvey	Charge		315.00		13,402.00	December 2024 - Regular Assessment
12/01/2024	Adhanet Keflexighi	Charge		315.00		13,717.00	December 2024 - Regular Assessment
12/01/2024	Li Li	Charge		315.00		14,032.00	December 2024 - Regular Assessment
12/01/2024	Li Li	Receipt			300.00	13,732.00	
12/01/2024	Alexander D Cesar	Charge		315.00		14,047.00	December 2024 - Regular Assessment
12/01/2024	Anthony Grizzard	Charge		315.00		14,362.00	December 2024 - Regular Assessment
12/01/2024	Savannah Arnold	Charge		315.00		14,677.00	December 2024 - Regular Assessment
12/01/2024	Jon M. Pilarski	Charge		315.00		14,992.00	December 2024 - Regular Assessment
12/01/2024	Jon M. Pilarski	Receipt			210.00	14,782.00	
12/01/2024	Li Li	Charge		315.00		15,097.00	December 2024 - Regular Assessment
12/01/2024	Li Li	Receipt			270.00	14,827.00	
12/01/2024	Li Li	Receipt			45.00	14,782.00	
12/01/2024	HO L. NGUYEN	Charge		315.00		15,097.00	December 2024 - Regular Assessment
12/01/2024	PATRICK HIGLE	Charge		315.00		15,412.00	December 2024 - Regular Assessment
12/01/2024	MAXIMO & MARYANN NISPEROS	Charge		315.00		15,727.00	December 2024 - Regular Assessment
12/01/2024	CHARLES & KATHYLN WHITE	Charge		315.00		16,042.00	December 2024 - Regular

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/01/2024	RICARDO DANIEL & JAMES D. TORRES	Charge		315.00		16,357.00	Assessment December 2024 - Regular Assessment
12/01/2024	FANG YAN	Charge		315.00		16,672.00	December 2024 - Regular Assessment
12/01/2024	JOSE LUIS NAVARRO ADAME	Charge		315.00		16,987.00	December 2024 - Regular Assessment
12/01/2024	JOSE LUIS NAVARRO ADAME	Receipt			315.00	16,672.00	
12/01/2024	Jessica M. Griffin	eCheck receipt	D049-9170		315.00	16,357.00	December 2024 - Regular Assessment
12/01/2024	Eduardo Garcia	eCheck receipt	D34F-3ED0		315.00	16,042.00	December 2024 - Regular Assessment
12/01/2024	Matthew Michael Young	eCheck receipt	D3F4-E1F0		315.00	15,727.00	December 2024 - Regular Assessment
12/01/2024	Jay Biala	eCheck receipt	E2A8-BE30		315.00	15,412.00	December 2024 - Regular Assessment
12/01/2024	Lourdes C Likes	eCheck receipt	3634-EAA0		315.00	15,097.00	December 2024 - Regular Assessment
12/01/2024	PATRICK HIGLE	eCheck receipt	6C34-E6A0		315.00	14,782.00	December 2024 - Regular Assessment
12/01/2024	Aksel Encinas	eCheck receipt	7A32-D920		315.00	14,467.00	December 2024 - Regular Assessment
12/01/2024	Angello Magsino	eCheck receipt	8333-CDB0		315.00	14,152.00	December 2024 - Regular Assessment
12/01/2024	James & Analae Romero	eCheck receipt	F37A-37E0		315.00	13,837.00	December 2024 - Regular Assessment
12/01/2024	Rosalinda Gonzalez	eCheck receipt	03C8-6C70		315.00	13,522.00	December 2024 - Regular Assessment
12/01/2024	HO L. NGUYEN	eCheck receipt	250C-FD90		315.00	13,207.00	December 2024 - Regular Assessment
12/01/2024	Mei Huang	eCheck receipt	35CA-61B0		315.00	12,892.00	December 2024 - Regular Assessment
12/01/2024	Marcus Moore	CC receipt	5896-EE20		315.00	12,577.00	December 2024 - Regular Assessment
12/01/2024	RICARDO DANIEL & JAMES D. TORRES	CC receipt	44CD-D7A0		315.00	12,262.00	December 2024 - Regular Assessment
12/01/2024	Ramon Legaspi	eCheck receipt	76AB-AC00		315.00	11,947.00	December 2024 - Regular Assessment
12/01/2024	Romulo Quinto	eCheck receipt	9A9F-FAC0		315.00	11,632.00	December 2024 - Regular Assessment
12/01/2024	CHARLES & KATHYLN WHITE	eCheck receipt	E202-91E0		315.00	11,317.00	December 2024 - Regular

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/01/2024	Adhanet Keflexighi	eCheck receipt	151A-DF40		315.00	11,002.00	Assessment December 2024 - Regular
12/01/2024	FANG YAN	eCheck receipt	1F35-0210		315.00	10,687.00	December 2024 - Regular Assessment
12/01/2024	Lester Ignacio	eCheck receipt	712B-D030		39.99	10,647.01	December 2024 - Regular Assessment
12/01/2024	Lester Ignacio	eCheck receipt	712B-D030		16.50	10,630.51	Late Fee for Nov 2024
12/01/2024	Janelle Evette Jones	eCheck receipt	43CB-3070		315.00	10,315.51	December 2024 - Regular Assessment
12/01/2024	Lester Ignacio	Receipt			275.01	10,040.50	
12/02/2024	Li Li	Receipt	0075488678		15.00	10,025.50	
12/02/2024	Gregory Forte	Receipt	0226		315.00	9,710.50	
12/03/2024	Emilio Guzman	eCheck receipt	61A7-3C20		315.00	9,395.50	December 2024 - Regular Assessment
12/03/2024	Laurie Weberman-Roussel	eCheck receipt	6224-3090		315.00	9,080.50	December 2024 - Regular Assessment
12/03/2024	Laurie Weberman-Roussel	eCheck receipt	62A0-2F50		315.00	8,765.50	December 2024 - Regular Assessment
12/03/2024	Laurie Weberman-Roussel	eCheck receipt	6321-86C0		315.00	8,450.50	December 2024 - Regular Assessment
12/03/2024	Laurie Weberman-Roussel	eCheck receipt	638E-C500		315.00	8,135.50	December 2024 - Regular Assessment
12/03/2024	Deborah WebermanWeidhardt	eCheck receipt	6433-AAE0		315.00	7,820.50	December 2024 - Regular Assessment
12/03/2024	Angela Rose Davidson	Receipt	0076270528		315.00	7,505.50	
12/04/2024	Shawn Wilson	eCheck receipt	0949-4600		315.00	7,190.50	December 2024 - Regular Assessment
12/05/2024	Christopher Usita	eCheck receipt	116D-2090		315.00	6,875.50	December 2024 - Regular Assessment
12/05/2024	Joseph Murphy	eCheck receipt	1F69-A410		315.00	6,560.50	December 2024 - Regular Assessment
12/05/2024	Jon M. Pilarski	eCheck receipt	25F8-6320		105.00	6,455.50	December 2024 - Regular Assessment
12/05/2024	Monica L. Montgomery	eCheck receipt	2BE6-54D0		315.00	6,140.50	December 2024 - Regular Assessment
12/05/2024	Hui Li	eCheck receipt	7FB3-2E50		315.00	5,825.50	December 2024 - Regular Assessment
12/05/2024	Anthony Grizzard	eCheck receipt	574B-A7E0		315.00	5,510.50	December 2024 - Regular Assessment

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/05/2024	Christopher Alexander Jackson	CC receipt	9212-84D0		315.00	5,195.50	December 2024 - Regular Assessment
12/06/2024	Laurie Webberman-Roussel	Charge		50.00		5,245.50	Violation Fee: Driving Wrong Way on One Way Streets
12/07/2024	Venancia Encomienda	eCheck receipt	6B1C-E330		315.00	4,930.50	December 2024 - Regular Assessment
12/08/2024	Savannah Arnold	eCheck receipt	D727-0870		315.00	4,615.50	December 2024 - Regular Assessment
12/09/2024	La Tisha Harvey	eCheck receipt	2844-5990		25.00	4,590.50	
12/09/2024	La Tisha Harvey	eCheck receipt	2844-5990		290.00	4,300.50	November 2024 - Regular Assessment
12/10/2024	Farid and Alia Zarif	eCheck receipt	99D2-E890		315.00	3,985.50	December 2024 - Regular Assessment
12/10/2024	Alexander D Cesar	eCheck receipt	7350-FD10		315.00	3,670.50	December 2024 - Regular Assessment
12/10/2024	Alexander D Cesar	eCheck receipt	7350-FD10		70.00	3,600.50	(2) Gate Remotes
12/10/2024	Alvin Harold Encomienda	eCheck receipt	4F13-04E0		315.00	3,285.50	December 2024 - Regular Assessment
12/10/2024	Loraine Abney	Receipt	0077229558		315.00	2,970.50	
12/11/2024	Edgar Cardova	eCheck receipt	C414-0D50		315.00	2,655.50	December 2024 - Regular Assessment
12/12/2024	Dennis Dliayre	eCheck receipt	DAF9-EF90		315.00	2,340.50	December 2024 - Regular Assessment
12/12/2024	Nathaniel Garcia Yapo	eCheck receipt	E359-CA70		315.00	2,025.50	December 2024 - Regular Assessment
12/12/2024	Luis Alacron	eCheck receipt	BEE0-9540		315.00	1,710.50	December 2024 - Regular Assessment
12/12/2024	MAXIMO & MARYANN NISPEROS	eCheck receipt	38FD-2760		315.00	1,395.50	December 2024 - Regular Assessment
12/15/2024	Michelle Arandia	eCheck receipt	72A3-7090		315.00	1,080.50	December 2024 - Regular Assessment
12/18/2024	La Tisha Harvey	eCheck receipt	F191-28A0		25.00	1,055.50	November 2024 - Regular Assessment
12/18/2024	La Tisha Harvey	eCheck receipt	F191-28A0		315.00	740.50	December 2024 - Regular Assessment
12/18/2024	La Tisha Harvey	eCheck receipt	F191-28A0		10.00	730.50	Late Fee for Nov 2024
Net Change				20,840.00	21,226.50	730.50	

10700 - Allowance For Uncollectibles

Starting						-12,824.14	
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General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
Balance							
Net Change							0.00
							0.00
							-12,824.14

10800 - PREPAID INSURANCE

Starting Balance								2,749.00
Net Change								0.00
								0.00
								2,749.00

20000 - Prepaid Assessments

Starting Balance					-6,150.00
12/01/2024	JENNIFER J. LOMELI	Receipt		315.00	-5,835.00
12/01/2024	Jacqueline Davis	Receipt		315.00	-5,520.00
12/01/2024	Jessica Morama Garcia	Receipt		315.00	-5,205.00
12/01/2024	HAROLD & NAIRA SANANI TRAN	Receipt		315.00	-4,890.00
12/01/2024	Keller Brandalyn Raene	Receipt		315.00	-4,575.00
12/01/2024	WILLIAM I & JASMIN MELENDEZ	Receipt		315.00	-4,260.00
12/01/2024	Antonio Genuino Olaes	Receipt		315.00	-3,945.00
12/01/2024	Philippe Reza Montayre	Receipt		315.00	-3,630.00
12/01/2024	David a Denni	Receipt		315.00	-3,315.00
12/01/2024	Shalia Billard	Receipt		315.00	-3,000.00
12/01/2024	Mohammad Borghel	Receipt		75.00	-2,925.00
12/01/2024	Mohammad Borghel	Receipt		240.00	-2,685.00
12/01/2024	Delfin Dilaire	Receipt		315.00	-2,370.00
12/01/2024	Glomen A. Senir	Receipt		315.00	-2,055.00
12/01/2024	Li Li	Receipt		300.00	-1,755.00
12/01/2024	Jon M. Pilarski	Receipt		210.00	-1,545.00
12/01/2024	Li Li	Receipt		270.00	-1,275.00
12/01/2024	Li Li	Receipt		45.00	-1,230.00
12/01/2024	JOSE LUIS NAVARRO ADAME	Receipt		315.00	-915.00
12/01/2024	Lester Ignacio	eCheck receipt	712B-D030	300.01	-1,215.01
12/01/2024	Lester Ignacio	Receipt		275.01	-940.00
12/02/2024	Li Li	Receipt	007548679	315.00	-1,255.00
Prepaid Any					

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/02/2024	LI LI	Receipt	0075488678		300.00	-1,555.00	Prepaid Any
12/04/2024	Angela Rose Davidson	Receipt	0076270528		315.00	-1,870.00	Prepaid Any
12/05/2024	Jon M. Pilarski	eCheck receipt	25F8-6320		195.00	-2,065.00	Online Payment
12/12/2024	Lorraine Abney	Receipt	0072495610		315.00	-2,380.00	Prepaid Any
12/17/2024	Mohammad Borghel	Receipt	0018663032		330.00	-2,710.00	Prepaid Any
12/18/2024	Defin Dillaye	eCheck receipt	AF A3-A4A0		315.00	-3,025.00	Online Payment
12/18/2024	Shalia Billard	eCheck receipt	C579-87B0		315.00	-3,340.00	Online Payment
12/20/2024	David a Denni	eCheck receipt	584F-AB50		315.00	-3,655.00	Online Payment
12/22/2024	JOSE LUIS NAVARRO ADAME	eCheck receipt	FA9A-7680		315.00	-3,970.00	Online Payment
12/24/2024	Jacqueline Davis	eCheck receipt	D9DA-CDD0		315.00	-4,285.00	Online Payment
12/27/2024	JENNIFER J. LOMELI	eCheck receipt	8A65-8190		315.00	-4,600.00	Online Payment
12/28/2024	Jessica Morama Garcia	eCheck receipt	C1FF-46C0		315.00	-4,915.00	Online Payment
12/30/2024	Keller Brandalyn Raene	eCheck receipt	785D-EEE0		315.00	-5,230.00	Online Payment
12/30/2024	Philippe Reza Montayre	eCheck receipt	76F8-2D30		315.00	-5,545.00	Online Payment
12/31/2024	HAROLD & NAIRA SANANI TRAN	eCheck receipt	2E5E-EG80		315.00	-5,860.00	Online Payment
12/31/2024	WILLIAM I & JASMIN MELENDEZ	eCheck receipt	83F8-1540		315.00	-6,175.00	Online Payment
12/31/2024	Antonio Genuino Olaes	eCheck receipt	AA55-F660		315.00	-6,490.00	Online Payment
Net Change				5,510.01	5,850.01	-6,490.00	

20300 - Fund Balance

Starting Balance						-67,422.93	
Net Change				0.00	0.00	-67,422.93	

21000 - Accounts Payable

Starting Balance						-23,121.64	
12/01/2024	Menas Hoa Management	Bill			1,795.00	-24,916.64	Monthly Management Fee
12/01/2024	Menas Hoa Management	eCheck	F148-B470	1,795.00		-23,121.64	Monthly Management Fee
12/02/2024	Department of the Treasury	Bill			592.03	-23,713.67	
12/04/2024	Payne Pest Management	Bill			94.00	-23,807.67	
12/04/2024	Payne Pest Management	Bill			94.00	-23,901.67	
12/04/2024	Payne Pest Management	Bill			125.00	-24,026.67	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/04/2024	Payne Pest Management	Bill	383175		125.00	-24,151.67	
12/04/2024	Payne Pest Management	Bill	383597		55.00	-24,206.67	
12/04/2024	Payne Pest Management	Bill	383597		55.00	-24,261.67	
12/04/2024	Payne Pest Management	Bill	383921		60.00	-24,321.67	
12/04/2024	Payne Pest Management	Bill	383921		60.00	-24,381.67	
12/04/2024	Ecology Care	Bill	1109382		375.00	-24,756.67	
12/04/2024	Ecology Care	Bill	1109383		485.00	-25,241.67	
12/05/2024	Department of the Treasury	Check	1205	592.03		-24,649.64	
12/05/2024	Payne Pest Management	Check	1206	125.00		-24,524.64	
12/05/2024	Payne Pest Management	Check	1206	94.00		-24,430.64	
12/05/2024	Payne Pest Management	Check	1206	55.00		-24,375.64	
12/05/2024	Payne Pest Management	Check	1206	60.00		-24,315.64	
12/05/2024	SAN DIEGO GAS & ELECTRIC	Check	1207	2,349.97		-21,966.67	
12/05/2024	Travelers CL Remittance Center	Check	1208	853.41		-21,112.26	
12/05/2024	Pacific Backflow	Bill	163804		330.00	-21,442.26	
12/1/2024	ProTec Building Services	Bill	394451		1,219.84	-22,662.10	
12/1/2024	Ecology Care	eCheck	759B-3A30	1,540.00		-21,122.10	
12/1/2024	Ecology Care	eCheck	759B-3A30	439.00		-20,683.10	
12/1/2024	Ecology Care	eCheck	759B-3A30	375.00		-20,308.10	
12/1/2024	Ecology Care	eCheck	759B-3A30	485.00		-19,823.10	
12/1/2024	Miramar Fire Equipment	eCheck	7599-E090	186.22		-19,636.88	
12/12/2024	SOTELO'S TREE SERVICE	Bill	565		2,300.00	-21,936.88	
12/13/2024	AT&T	Bill			395.93	-22,332.81	XXXXX5003EPAYP
12/13/2024	City Treasurer	Check	1209	8,206.00		-14,126.81	
12/13/2024	Imperial Pool Care	Check	1210	685.00		-13,441.81	
12/13/2024	Payne Pest Management	Check	5009	6,600.00		-6,841.81	1-3268_10 Termite Renewal
12/13/2024	Payne Pest Management	Check	1211	94.00		-6,747.81	
12/13/2024	Payne Pest Management	Check	1211	60.00		-6,687.81	
12/13/2024	ProTec Building Services	Check	1212	1,243.04		-5,444.77	
12/13/2024	AT&T	Payment	Epay	395.93		-5,048.84	XXXXX5003EPAYP
12/16/2024	Pacific Backflow	Check	1213	330.00		-4,718.84	
12/16/2024	Ecology Care	Bill	1109452		500.00	-5,218.84	
12/17/2024	Republic Services	Bill	305090185756		2,607.00	-7,825.84	Monthly Refuse Disposal Bill
12/17/2024	Imperial Pool Care	Check	1214	665.00		-7,140.84	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/17/2024	Payne Pest Management	Check	1215	125.00		-7,015.84	
12/17/2024	Payne Pest Management	Check	1215	125.00		-6,890.84	
12/17/2024	Payne Pest Management	Check	1215	94.00		-6,796.84	
12/17/2024	Payne Pest Management	Check	1215	55.00		-6,741.84	
12/17/2024	Payne Pest Management	Check	1215	55.00		-6,686.84	
12/17/2024	Payne Pest Management	Check	1215	60.00		-6,626.84	
12/17/2024	ProTec Building Services	Check	1216	1,219.84		-5,407.00	
12/17/2024	Travelers CL Remittance Center	Bill	5796A3167		853.41	-6,260.41	5796A3167
12/17/2024	Republic Services	Payment	Epay	2,607.00		-3,653.41	Monthly Refuse Disposal Bill
12/18/2024	SAN DIEGO GAS & ELECTRIC	Bill			1,823.93	-5,477.34	
12/19/2024	Franchise Tax Board	Bill	2784455241212		18.23	-5,495.57	2784455241212
12/21/2024	Ecology Care	eCheck	D84B-2EC0	500.00		-4,995.57	
12/21/2024	Menas Hoa Management	Bill	4th Quarter 2024 GL 60010 Admin Operating Costs		1,018.50	-6,014.07	4th Quarter 2024 GL 60060 Admin Operating Costs + year end Mailers
12/23/2024	Menas Hoa Management	eCheck	07B2-8D60	1,018.50		-4,995.57	4th Quarter 2024 GL 60060 Admin Operating Costs + year end Mailers
12/23/2024	Kennedy Electric	Bill	51298		210.00	-5,205.57	
12/26/2024	Menas Hoa Management	Bill	COL2412		25.00	-5,230.57	COL2412 December 2024 Civil Code Late Notice Notifications
12/27/2024	COX BUSINESS	Bill			89.76	-5,320.33	Monthly Telephone Bill
12/27/2024	Ecology Care	Bill	1109441		1,617.00	-6,937.33	
12/27/2024	Ecology Care	Bill	1109442		461.00	-7,398.33	
12/27/2024	Menas Hoa Management	eCheck	DD9B-6670	25.00		-7,373.33	COL2412 December 2024 Civil Code Late Notice Notifications
12/27/2024	Ecology Care	Check	1217	1,617.00		-5,756.33	
12/27/2024	Ecology Care	Check	1218	461.00		-5,295.33	
12/27/2024	Ecology Care	Bill	1109561		390.00	-5,685.33	
12/27/2024	COX BUSINESS	Payment	Epay	89.76		-5,595.57	Monthly Telephone Bill
12/28/2024	AT&T	Bill			1.00	-5,596.57	E-Pay monthly AT&T Telephone
12/28/2024	WLH Financial Services	Bill	Corporate Transparency Act Bio Filing Requirement		150.00	-5,746.57	
12/28/2024	WLH Financial Services	eCheck	3294-80C0	150.00		-5,596.57	
Net Change				35,450.70	17,925.63	-5,596.57	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
23220 - A/P Insurance							
Starting Balance						-570.16	
Net Change				0.00	0.00	-570.16	
30005 - General Reserve							
Starting Balance						-146,998.00	
12/01/2024	JE		14357		4,014.00	-151,012.00	
Net Change				0.00	4,014.00	-151,012.00	
30030 - Painting Reserves							
Starting Balance						-63,440.04	
Net Change				0.00	0.00	-63,440.04	
30040 - ROOF RESERVES							
Starting Balance						-201,291.62	
Net Change				0.00	0.00	-201,291.62	
30060 - Gate / Fence Reserves							
Starting Balance						-81,432.76	
Net Change				0.00	0.00	-81,432.76	
30070 - STREETS/DRIVE RESERVES							
Starting Balance						-55,233.42	
Net Change				0.00	0.00	-55,233.42	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
30080 - POOL/SPACABANA RESERVES							
Starting Balance						-17,927.92	
Net Change				0.00	0.00	-17,927.92	
30100 - DECKS/STAIRS RESERVES							
Starting Balance						24,117.00	
Net Change				0.00	0.00	24,117.00	
30120 - TERMITE RESERVES							
Starting Balance						-62,954.00	
Net Change				0.00	0.00	-62,954.00	
30130 - Lighting / Electrical Reserves							
Starting Balance						-10,457.97	
Net Change				0.00	0.00	-10,457.97	
30150 - Landscape Reserves							
Starting Balance						-14,769.64	
Net Change				0.00	0.00	-14,769.64	
30158 - LANDSCAPE TREE TRIM RESERVES							
Starting Balance						8,000.00	
Net Change				0.00	0.00	8,000.00	
30215 - PLAYGROUND RESERVES							
Starting Balance						-8,497.38	
Net Change				0.00	0.00	-8,497.38	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
30300 - Contingency Reserves							
Starting Balance						-20,329.96	
Net Change				0.00	0.00	-20,329.96	
30320 - Reserves - Interest							
Starting Balance						-14,291.52	
12/01/2024	JE		14345		1.00	-14,292.52	
Net Change				0.00	1.00	-14,292.52	
30330 - Mailboxes Reserve							
Starting Balance						-5,812.88	
Net Change				0.00	0.00	-5,812.88	
30350 - GARAGE DOOR RESERVES							
Starting Balance						-34,713.16	
Net Change				0.00	0.00	-34,713.16	
30665 - POOL/SPA PUMPS RESERVES							
Starting Balance						1,700.00	
Net Change				0.00	0.00	1,700.00	
30960 - FURNITURE RESERVES							
Starting Balance						6,491.57	
Net Change				0.00	0.00	6,491.57	
39999 - Miscellaneous Reserves							
Starting Balance						-14,051.07	
Net Change				0.00	0.00	-14,051.07	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
40000 - Operating/Reserve Portion of Assessments							
Starting Balance							
						-187,110.00	
12/01/2024	JENNIFER J. LOMELI	Charge			315.00	-187,425.00	December 2024 - Regular Assessment
12/01/2024	Jacqueline Davis	Charge			315.00	-187,740.00	December 2024 - Regular Assessment
12/01/2024	Jessica Morana Garcia	Charge			315.00	-188,055.00	December 2024 - Regular Assessment
12/01/2024	HAROLD & NAIRA SANANI TRAN	Charge			315.00	-188,370.00	December 2024 - Regular Assessment
12/01/2024	Keller Brandalyn Raene	Charge			315.00	-188,685.00	December 2024 - Regular Assessment
12/01/2024	WILLIAM I & JASMIN MELENDEZ	Charge			315.00	-189,000.00	December 2024 - Regular Assessment
12/01/2024	Antonio Genuino Claes	Charge			315.00	-189,315.00	December 2024 - Regular Assessment
12/01/2024	Phillipe Reza Montayre	Charge			315.00	-189,630.00	December 2024 - Regular Assessment
12/01/2024	Mei Huang	Charge			315.00	-189,945.00	December 2024 - Regular Assessment
12/01/2024	Angela Rose Davidson	Charge			315.00	-190,260.00	December 2024 - Regular Assessment
12/01/2024	David a Denni	Charge			315.00	-190,575.00	December 2024 - Regular Assessment
12/01/2024	Rosalinda Gonzalez	Charge			315.00	-190,890.00	December 2024 - Regular Assessment
12/01/2024	Loraline Abney	Charge			315.00	-191,205.00	December 2024 - Regular Assessment
12/01/2024	Edgar Cardova	Charge			315.00	-191,520.00	December 2024 - Regular Assessment
12/01/2024	Laurie Webberman-Roussel	Charge			315.00	-191,835.00	December 2024 - Regular Assessment
12/01/2024	Shawn Wilson	Charge			315.00	-192,150.00	December 2024 - Regular Assessment
12/01/2024	Angello Magsino	Charge			315.00	-192,465.00	December 2024 - Regular Assessment
12/01/2024	Ramon Legaspi	Charge			315.00	-192,780.00	December 2024 - Regular Assessment
12/01/2024	Hui Li	Charge			315.00	-193,095.00	December 2024 - Regular Assessment

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/01/2024	Aksel Encinas	Charge			315.00	-193,410.00	December 2024 - Regular Assessment
12/01/2024	Shalia Billard	Charge			315.00	-193,725.00	December 2024 - Regular Assessment
12/01/2024	Lester Ignacio	Charge			315.00	-194,040.00	December 2024 - Regular Assessment
12/01/2024	Gregory Forte	Charge			315.00	-194,355.00	December 2024 - Regular Assessment
12/01/2024	Nathaniel Garcia Yapo	Charge			315.00	-194,670.00	December 2024 - Regular Assessment
12/01/2024	Farid and Alia Zarif	Charge			315.00	-194,985.00	December 2024 - Regular Assessment
12/01/2024	Jessica M. Griffin	Charge			315.00	-195,300.00	December 2024 - Regular Assessment
12/01/2024	Christopher Alexander Jackson	Charge			315.00	-195,615.00	December 2024 - Regular Assessment
12/01/2024	Monica L Montgomery	Charge			315.00	-195,930.00	December 2024 - Regular Assessment
12/01/2024	Mohammad Borghel	Charge			315.00	-196,245.00	December 2024 - Regular Assessment
12/01/2024	Defin Dilayre	Charge			315.00	-196,560.00	December 2024 - Regular Assessment
12/01/2024	James & Analée Romero	Charge			315.00	-196,875.00	December 2024 - Regular Assessment
12/01/2024	Jay Biata	Charge			315.00	-197,190.00	December 2024 - Regular Assessment
12/01/2024	Michelle Arandla	Charge			315.00	-197,505.00	December 2024 - Regular Assessment
12/01/2024	Emilio Guzman	Charge			315.00	-197,820.00	December 2024 - Regular Assessment
12/01/2024	Laurie Webberman-Roussel	Charge			315.00	-198,135.00	December 2024 - Regular Assessment
12/01/2024	Janelle Evette Jones	Charge			315.00	-198,450.00	December 2024 - Regular Assessment
12/01/2024	Romulo Quinto	Charge			315.00	-198,765.00	December 2024 - Regular Assessment
12/01/2024	Marcus Moore	Charge			315.00	-199,080.00	December 2024 - Regular Assessment
12/01/2024	Christopher Usita	Charge			315.00	-199,395.00	December 2024 - Regular Assessment
12/01/2024	Lourdes C Likes	Charge			315.00	-199,710.00	December 2024 - Regular Assessment

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/01/2024	Joseph Murphy	Charge			315.00	-200,025.00	December 2024 - Regular Assessment
12/01/2024	Luis Alacron	Charge			315.00	-200,340.00	December 2024 - Regular Assessment
12/01/2024	Glomen A Senir	Charge			315.00	-200,655.00	December 2024 - Regular Assessment
12/01/2024	Matthew Michael Young	Charge			315.00	-200,970.00	December 2024 - Regular Assessment
12/01/2024	Laurie Webberman-Roussel	Charge			315.00	-201,285.00	December 2024 - Regular Assessment
12/01/2024	Eduardo Garcia	Charge			315.00	-201,600.00	December 2024 - Regular Assessment
12/01/2024	Dennis Dliayre	Charge			315.00	-201,915.00	December 2024 - Regular Assessment
12/01/2024	Deborah WebbermanNeidhardt	Charge			315.00	-202,230.00	December 2024 - Regular Assessment
12/01/2024	Laurie Webberman-Roussel	Charge			315.00	-202,545.00	December 2024 - Regular Assessment
12/01/2024	Alvin Harold Encomienda	Charge			315.00	-202,860.00	December 2024 - Regular Assessment
12/01/2024	Venancia Encomienda	Charge			315.00	-203,175.00	December 2024 - Regular Assessment
12/01/2024	La Tisha Harvey	Charge			315.00	-203,490.00	December 2024 - Regular Assessment
12/01/2024	Adhanet Keflexighi	Charge			315.00	-203,805.00	December 2024 - Regular Assessment
12/01/2024	Li Li	Charge			315.00	-204,120.00	December 2024 - Regular Assessment
12/01/2024	Alexander D Cesar	Charge			315.00	-204,435.00	December 2024 - Regular Assessment
12/01/2024	Anthony Grizzard	Charge			315.00	-204,750.00	December 2024 - Regular Assessment
12/01/2024	Savannah Arnold	Charge			315.00	-205,065.00	December 2024 - Regular Assessment
12/01/2024	Jon M. Pilarski	Charge			315.00	-205,380.00	December 2024 - Regular Assessment
12/01/2024	Li Li	Charge			315.00	-205,695.00	December 2024 - Regular Assessment
12/01/2024	HO L. NGUYEN	Charge			315.00	-206,010.00	December 2024 - Regular Assessment
12/01/2024	PATRICK HIGLE	Charge			315.00	-206,325.00	December 2024 - Regular Assessment

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
12/01/2024	MAXIMO & MARYANN NISPEROS	Charge			315.00	-206,640.00	December 2024 - Regular Assessment
12/01/2024	CHARLES & KATHYLN WHITE	Charge			315.00	-206,955.00	December 2024 - Regular Assessment
12/01/2024	RICARDO DANIEL & JAMES D. TORRES	Charge			315.00	-207,270.00	December 2024 - Regular Assessment
12/01/2024	FANG YAN	Charge			315.00	-207,585.00	December 2024 - Regular Assessment
12/01/2024	JOSE LUIS NAVARRO ADAME	Charge			315.00	-207,900.00	December 2024 - Regular Assessment
Net Change				0.00		-20,790.00	
40025 - Balance Forward							
Starting Balance						-12,128.97	
Net Change				0.00	0.00	-12,128.97	
40030 - Late Fee							
Starting Balance						-182.00	
Net Change				0.00	0.00	-182.00	
40070 - Interest Income Reserves							
Starting Balance						-3,826.33	
12/01/2024	JE		14345		1.00	-3,826.33	
Net Change				0.00	1.00	-3,826.33	
40080 - CC&RS Fine & Violation							
Starting Balance						-150.00	
12/06/2024	Laurie Webberman-Roussel	Charge			50.00	-200.00	Violation Fee: Driving Wrong Way on One Way Streets
Net Change				0.00	50.00	-200.00	
40120 - Keys/Cards/Transmitter							
Starting						-50.00	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
Balance							
Net Change				0.00	0.00	-50.00	
40135 - Parking Permit Income							
Starting Balance						-200.00	
Net Change				0.00	0.00	-200.00	
40322 - Tax Refund							
Starting Balance						-36.73	
Net Change				0.00	0.00	-36.73	
40330 - Submeters Reimbursement							
Starting Balance						-41,028.60	
Net Change				0.00	0.00	-41,028.60	
40500 - FOBs/Permits							
Starting Balance						-245.00	
Net Change				0.00	0.00	-245.00	
60000 - Management Fees							
Starting Balance						16,155.00	
12/01/2024	Menas Hoa Management	Bill		1,795.00		17,950.00	Monthly Management Fee
Net Change				1,795.00	0.00	17,950.00	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
60010 - Misc. Administrative							
Starting Balance						4,020.21	
12/21/2024	Menas Hoa Management	Bill	4th Quarter 2024 GL 60010 Admin Operating Costs	1,018.50		5,038.71	4th Quarter 2024 GL 60060 Admin Operating Costs + Year end Mailers
Net Change				1,018.50	0.00	5,038.71	
60031 - Printing / Mailing / Supplies							
Starting Balance						78.43	
Net Change				0.00	0.00	78.43	
60070 - Miscellaneous Expense							
Starting Balance						0.00	
12/28/2024	WLH Financial Services	Bill	Corporate Transparency Act Bio Filing Requirement	150.00		150.00	
Net Change				150.00	0.00	150.00	
60090 - Insurance							
Starting Balance						12,093.76	
12/17/2024	Travelers CL Remittance Center	Bill		853.41		12,947.17	5796A3167
Net Change				853.41	0.00	12,947.17	853.41
60100 - Taxes - State & Federal							
Starting Balance						1,777.80	
12/02/2024	Department of the Treasury	Bill		592.03		2,369.83	
12/19/2024	Franchise Tax Board	Bill		18.23		2,388.06	2784455241212
Net Change				610.26	0.00	2,388.06	610.26
60130 - Accounting & Audit							
Starting						2,050.00	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
Balance							
Net Change							
				0.00	0.00	2,050.00	
60160 - Legal & Professional							
Starting Balance							945.00
Net Change							0.00
				0.00	0.00	945.00	
60180 - License Fees Permits							
Starting Balance							611.00
Net Change							0.00
				0.00	0.00	611.00	
70011 - Gas/Electric							
Starting Balance							13,249.01
12/18/2024	SAN DIEGO GAS & ELECTRIC	Bill		1,823.93		15,072.94	
Net Change							1,823.93
				1,823.93	0.00	15,072.94	
70020 - Water							
Starting Balance							70,427.82
Net Change							0.00
				0.00	0.00	70,427.82	
70040 - Refuse Disposal							
Starting Balance							24,751.51
12/17/2024	Republic Services	Bill	305090185756	2,607.00		27,358.51	Monthly Refuse Disposal Bill
Net Change							2,607.00
				2,607.00	0.00	27,358.51	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
70050 - Telephone							
Starting Balance						799.17	
12/27/2024	COX BUSINESS	Bill		89.76		888.93	Monthly Telephone Bill
Net Change				89.76	0.00	888.93	
70060 - Internet & Phone							
Starting Balance						3,504.42	
12/13/2024	AT&T	Bill		396.93		3,900.35	XXXXX5003EPAYP
12/28/2024	AT&T	Bill		1.00		3,901.35	E-Pay monthly AT&T Telephone
Net Change				396.93	0.00	3,901.35	
71000 - Monthly Landscape Maintenance							
Starting Balance						13,860.00	
12/27/2024	Ecology Care	Bill	1109441	1,617.00		15,477.00	
Net Change				1,617.00	0.00	15,477.00	
71005 - Landscape - Supplies							
Starting Balance						2,025.00	
Net Change				0.00	0.00	2,025.00	
71010 - Landscape Irrigation Repairs							
Starting Balance						2,380.00	
12/04/2024	Ecology Care	Bill	1109383	485.00		2,865.00	
Net Change				485.00	0.00	2,865.00	
71020 - Tree Trimming							
Starting Balance						0.00	
12/12/2024	SOTELO'S TREE SERVICE	Bill	565	2,300.00		2,300.00	
Net Change				2,300.00	0.00	2,300.00	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
71030 - Landscape - Extras							
Starting Balance						2,025.00	
Net Change				0.00	0.00	2,025.00	
71040 - Backflow Repairs							
Starting Balance						0.00	
12/05/2024	Pacific Backflow	Bill	163804	330.00		330.00	
Net Change				330.00	0.00	330.00	
71101 - General Repairs & Maintenance							
Starting Balance						8,355.76	
12/1/2024	ProTec Building Services	Bill	394451	1,219.84		9,575.60	
12/23/2024	Kennedy Electric	Bill	51298	210.00		9,785.60	
Net Change				1,429.84	0.00	9,785.60	
72000 - Pool/Spa - Maintenance							
Starting Balance						7,419.15	
Net Change				0.00	0.00	7,419.15	
72030 - Pool/Spa - Supplies							
Starting Balance						2,416.90	
Net Change				0.00	0.00	2,416.90	
73000 - Janitorial Contract							
Starting Balance						3,951.00	
12/27/2024	Ecology Care	Bill	1109442	461.00		4,412.00	
Net Change				461.00	0.00	4,412.00	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
73010 - Janitorial Supplies/Extras							
Starting Balance						3,822.50	
12/04/2024	Ecology Care	Bill	1109382	375.00		4,197.50	
12/16/2024	Ecology Care	Bill	1109452	500.00		4,697.50	
12/27/2024	Ecology Care	Bill	1109561	390.00		5,087.50	
Net Change				1,265.00	0.00	5,087.50	

74000 - Pest Control							
Starting Balance						3,006.00	
12/04/2024	Payne Pest Management	Bill	383184	94.00		3,100.00	
12/04/2024	Payne Pest Management	Bill	383184	94.00		3,194.00	
12/04/2024	Payne Pest Management	Bill	383175	125.00		3,319.00	
12/04/2024	Payne Pest Management	Bill	383175	125.00		3,444.00	
12/04/2024	Payne Pest Management	Bill	383597	55.00		3,499.00	
12/04/2024	Payne Pest Management	Bill	383597	55.00		3,554.00	
12/04/2024	Payne Pest Management	Bill	383921	60.00		3,614.00	
12/04/2024	Payne Pest Management	Bill	383921	60.00		3,674.00	
Net Change				668.00	0.00	3,674.00	

74040 - Security Services							
Starting Balance						408.06	
Net Change				0.00	0.00	408.06	

74121 - Gate / Fence Repair							
Starting Balance						14,618.94	
Net Change				0.00	0.00	14,618.94	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
74188 - Storm Drain Maintenance							
Starting Balance						187.00	
Net Change				0.00	0.00	187.00	
74192 - Annual Fire Extinguisher Inspection Maintenance Contract							
Starting Balance						186.22	
Net Change				0.00	0.00	186.22	
74195 - Fire Prevention Maintenance							
Starting Balance						196.22	
Net Change				0.00	0.00	196.22	
74196 - Fire System and Monitoring							
Starting Balance						211.98	
Net Change				0.00	0.00	211.98	
80260 - Transfer to Reserves							
Starting Balance						36,126.00	
12/01/2024	JE		14357	4,014.00		40,140.00	
Net Change				4,014.00	0.00	40,140.00	
80320 - Interest Reserves Expense							
Starting Balance						3,826.33	
12/01/2024	JE		14345	1.00		3,826.33	
Net Change				1.00	0.00	3,826.33	

General Ledger

Date	Payee / Payer	Type	Reference	Debit	Credit	Balance	Description
80501 - Clearing Account							
Starting Balance						-165.48	
Net Change				0.00	0.00	-165.48	
80505 - Civil Code Collections: Late Notice							
Starting Balance						-335.00	
12/26/2024	Menas Hoa Management	Bill	COL2412	25.00		-310.00	COL2412 December 2024 Civil Code Late Notice Notifications
Net Change				25.00	0.00	-310.00	25.00
80521 - Bank NSF Charged to Owner							
Starting Balance						-35.00	
Net Change				0.00	0.00	-35.00	0.00
80607 - Payment Plan Setup Fee							
Starting Balance						-300.00	
Net Change				0.00	0.00	-300.00	0.00
Total				109,322.84	109,322.84	61,544.56	

Check Register

Properties: Montage Homeowners Association - C/O Menas HOA Management 7592 Metropolitan Drive, #401 San Diego, CA 92108

Date Range: 12/01/2024 to 12/31/2024

Bank Accounts: All

Payees: All

Payment Type: All

Include Voided Checks: No

Exclude Cleared Checks: No

Bank Account	Check #	Cleared	Check Date	Payee Name	Amount	Check Memo
MONTAGE - Axios Reserves						
MONTAGE - Axios Reserves	5009	Yes	12/13/2024	Payne Pest Management	6,600.00	1-3268_10 Termite Renewal
MONTAGE HOA - SUNWEST OPERATING						
MONTAGE HOA - SUNWEST OPERATING	ACH Transaction #F148-B470	Yes	12/01/2024	Menas Hoa Management	1,795.00	Monthly Management Fee
MONTAGE HOA - SUNWEST OPERATING	1205	No	12/05/2024	Department of the Treasury	592.03	
MONTAGE HOA - SUNWEST OPERATING	1206	Yes	12/05/2024	Payne Pest Management	334.00	
MONTAGE HOA - SUNWEST OPERATING	1207	Yes	12/05/2024	SAN DIEGO GAS & ELECTRIC	2,349.97	Account #0044390236804
MONTAGE HOA - SUNWEST OPERATING	1208	Yes	12/05/2024	Travelers CL Remittance Center	853.41	Account #5796A3167
MONTAGE HOA - SUNWEST OPERATING	ACH Transaction #759B-3A30	Yes	12/11/2024	Ecology Care	2,839.00	1109382, 1109383
MONTAGE HOA - SUNWEST OPERATING	ACH Transaction #7599-E090	Yes	12/11/2024	Miramar Fire Equipment	186.22	
MONTAGE HOA - SUNWEST OPERATING	Epay	Yes	12/13/2024	AT&T	395.93	
MONTAGE HOA - SUNWEST OPERATING	1209	Yes	12/13/2024	City Treasurer	8,206.00	Account #61000009851
MONTAGE HOA - SUNWEST OPERATING	1210	No	12/13/2024	Imperial Pool Care	685.00	
MONTAGE HOA - SUNWEST OPERATING	1211	Yes	12/13/2024	Payne Pest Management	154.00	383184, 383921
MONTAGE HOA - SUNWEST OPERATING	1212	Yes	12/13/2024	ProTec Building Services	1,243.04	Invoice 393133
MONTAGE HOA - SUNWEST OPERATING	1213	Yes	12/16/2024	Pacific Backflow	330.00	
MONTAGE HOA - SUNWEST OPERATING	Epay	Yes	12/17/2024	Republic Services	2,607.00	Monthly Refuse Disposal Bill
MONTAGE HOA - SUNWEST OPERATING	1214	No	12/17/2024	Imperial Pool Care	685.00	

Check Register

Bank Account	Check #	Cleared	Check Date	Payee Name	Amount	Check Memo
SUNWEST OPERATING						
MONTAGE HOA - SUNWEST OPERATING	1215	Yes	12/17/2024	Payne Pest Management	514.00	383184, 383175, 383597, 383921
MONTAGE HOA - SUNWEST OPERATING	1216	Yes	12/17/2024	ProTec Building Services	1,219.84	
MONTAGE HOA - SUNWEST OPERATING	ACH Transaction #D84B-2EC0	Yes	12/21/2024	Ecology Care	500.00	
MONTAGE HOA - SUNWEST OPERATING	ACH Transaction #07B2-8D60	Yes	12/23/2024	Menas Hoa Management	1,018.50	4th Quarter 2024 GL 60010 Admin Operating Costs
MONTAGE HOA - SUNWEST OPERATING	Epay	Yes	12/27/2024	COX BUSINESS	89.76	Monthly Telephone Bill
MONTAGE HOA - SUNWEST OPERATING	1217	No	12/27/2024	Ecology Care	1,617.00	
MONTAGE HOA - SUNWEST OPERATING	1218	No	12/27/2024	Ecology Care	461.00	
MONTAGE HOA - SUNWEST OPERATING	ACH Transaction #DD9B-6670	Yes	12/27/2024	Menas Hoa Management	25.00	COL2412 December 2024 Collection Charges - Late Notices
MONTAGE HOA - SUNWEST OPERATING	ACH Transaction #3294-80C0	Yes	12/28/2024	WLH Financial Services	150.00	Corporate Transparency Act Bio Filing Requirement
					28,850.70	
Total					35,450.70	

Homeowner Delinquency (As Of)

Properties: Montage Homeowners Association - C/O Menas HOA Management 7592 Metropolitan Drive, #401 San Diego, CA 92108

As of: 12/31/2024

Delinquency Note Range: All Time

Homeowner Status: Current and Notice

Amount Owed In Account: All

Balance: Greater than 0.00

Unit	Name	Homeowner Status	Tags	Phone Numbers	Amount Receivable	0-30	30+
Montage Homeowners Association - C/O Menas HOA Management 7592 Metropolitan Drive, #401 San Diego, CA 92108							
9	Weberman-Roussel, Laurie	Current		Phone: (619) 796-3359	50.00	50.00	0.00
39	Li, Li	Current		Phone: (858) 729-8901	300.00	0.00	300.00
59	Harvey, La Tisha	Current		Phone: (619) 997-6605	21.50	0.00	21.50
61	Keflexighi, Adhanet	Current		Phone: (619) 634-5391, Phone: (6) 634-5391	50.00	0.00	50.00
					421.50	50.00	371.50
Total					421.50	50.00	371.50



PO BOX 911039
San Diego, CA 92191-1039

(866) 747-4472
axosbank.com/Business

Date 12/31/24 Page 1
Primary Account 200000451977

29382752

DIVERSIFIED ASSOCIATION MANAGEMENT, INC.
FBO MONTAGE HOMEOWNERS ASSOCIATION
26020 ACERO SUITE 100
MISSION VIEJO CA 92691

Account Title: DIVERSIFIED ASSOCIATION MANAGEMENT, INC.
FBO MONTAGE HOMEOWNERS ASSOCIATION

Property Management Int Cking		Number of Enclosures	1
Account Number	200000451977	Statement Dates	12/02/24 thru 12/31/24
Previous Balance	263,223.20	Days in the statement period	30
1 Deposits/Credits	4,014.00	Avg Daily Ledger	260,726.00
1 Checks/Debits	6,600.00	Avg Daily Collected	260,726.00
Maintenance Fee	.00		
Interest Paid	.00		
Ending Balance	260,637.20		

Deposits and Other Credits

Date	Description	Amount
12/26	RES XFER MONTAGE CCD 122228004556124 MONTAGE HOA	4,014.00

Checks in Serial Number Order

Date	Check No	Amount
12/17	5009	6,600.00

*Indicates Skip in Check Number Sequence

IMPORTANT DISCLOSURE TO OUR CONSUMER CUSTOMERS

In Case of Errors or Questions About Your Electronic Transfers

In Case of Errors or Questions About Your Electronic Transfers, Telephone us at 1-888-502-2967 or Write us at the address on the front of this statement 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 it is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will tell you all the results of our investigation within 10 business days and will correct any error promptly. If we need more time, we may take up to 45 days to investigate your complaint. In that case, we will provisionally credit your account for the amount you think is in error, so that you may have use of the money during the time it takes us to complete our investigation. For transfers initiated outside the United States or transfers resulting from a point of sale (POS) debit card transactions, the time period for provisional credit is 10 business days and the time to resolve the investigation is 90 days.

IMPORTANT DISCLOSURES TO OUR BUSINESS CUSTOMERS

Errors related to any transaction on a business account will be governed by any agreement between us and/or all applicable rules and regulations governing such transactions, including the rules of the Automated Clearing House Association (NACHA Rules) as may be amended from time to time. If you think this statement is wrong, please telephone us at the number listed on the front of this statement immediately.

For our 24-hour Automated Banking System, please call the number located on the front of the Statement. CONSUMER BILLING RIGHTS SUMMARY REGARDING YOUR RESERVE LINE

What to do if you think you find a mistake on your statement:

Contact us at the address shown on the front of this statement 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 within 60 days after the error appeared on your statement.

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

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

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

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The amount 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 other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

REPORTS TO AND FROM CREDIT BUREAUS FOR RESERVE LINES

We may report information about your account to credit bureaus. Late payments, missed payments or other defaults on your account may be reflected in your credit report.

CONSUMER REPORT DISPUTES

We may report information about negative account activity on consumer and small business deposit accounts and consumer reserve lines to Consumer Reporting Agencies (CRA). As a result, this may prevent you from obtaining services at other financial institutions. If you believe we have inaccurately reported information to a CRA, you may submit a dispute by calling 1-800-428-9623 or by writing to Chex Systems, Attention Consumer Relations, 7805 Hudson Road, Suite 100, Woodbury, MN 55125. In order to assist you with your dispute, you must provide your name, address and phone number; the account number; the specific information you are disputing; the explanation of why it is incorrect; and any supporting documentation (i.e. affidavit of identity theft). If applicable.



Date 12/31/24
Primary Account

Page 2
200000451977

Property Management Int Cking 200000451977 (Continued)

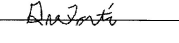
DAILY BALANCE INFORMATION

Date	Balance	Date	Balance	Date	Balance
12/02	263,223.20	12/17	256,623.20	12/26	260,637.20

***** END OF STATEMENT *****



Page: 3 of 3
Account: 200000451977

Menas HOA Management, a Diversified Company 7592 Metropolitan Drive, Suite 401 San Diego, CA 92108	MONTAGE - Axos Reserves AXOS BANK 4350 LA JOLLA VILLAGE DR STE 1000 SAN DIEGO, CA 92122	5009 Date: 12/13/2024
Pay to the order of	PAYNE PEST MANAGEMENT	
This amount: ---- SIX THOUSAND, SIX HUNDRED AND 00/100 DOLLARS		\$6,600.00
Payee Pest Management 43400 Ridge Park Drive, Ste 250 Temecula, CA 92590		
MEMO 1-3268 10 Termite Renewal		
⑈5009⑈ ⑆12228725⑆ 200000451977⑈		

Check 5009 Amount \$6,600.00 Date 12/17/2024

Reconciliation Report

AXOS BANK

Account Name	MONTAGE - Axos Reserves
Account Number	*****
Ending Statement Date	12/31/2024

Summary

Bank Statement Starting Balance on 11/30/2024	263,223.20
Cleared Deposits and other Increases	4,014.00
Cleared Checks and other Decreases	6,600.00
Cleared ACH Batches and Reversals	0.00
Cleared Balance	260,637.20

Unreconciled Transactions

Unreconciled Deposits and other Increases (36 Items)

Journal Entry - January 2022 - MONTHLY INTEREST	01/01/2022	1.00
Journal Entry - February 2022 - MONTHLY INTEREST	02/01/2022	1.00
Journal Entry - March 2022 - MONTHLY INTEREST	03/01/2022	1.00
Journal Entry - April 2022 - MONTHLY INTREST	04/01/2022	1.00
Journal Entry - May 2022 - MONTHLY INTREST	05/01/2022	1.00
Journal Entry - June 2022 - MONTHLY INTREST	06/01/2022	1.00
Journal Entry - July 2022 - MONTHLY INTREST	07/01/2022	1.00
Journal Entry - August 2022 - MONTHLY INTREST	08/01/2022	1.00
Journal Entry - September 2022 - MONTHLY INTREST	09/01/2022	1.00
Journal Entry - October 2022 - MONTHLY INTREST	10/01/2022	1.00
Journal Entry - November 2022 - MONTHLY INTREST	11/01/2022	1.00
Journal Entry - December 2022 - MONTHLY INTREST	12/01/2022	1.00
Journal Entry - January 2023 - MONTHLY INTREST	01/01/2023	1.00
Journal Entry - February 2023 - MONTHLY INTREST	02/01/2023	1.00
Journal Entry - March 2023 - MONTHLY INTREST	03/01/2023	1.00
Journal Entry - April 2023 - MONTHLY INTREST	04/01/2023	1.00
Journal Entry - May 2023 - MONTHLY INTREST	05/01/2023	1.00
Journal Entry - June 2023 - MONTHLY INTREST	06/01/2023	1.00
Journal Entry - July 2023 - MONTHLY INTREST	07/01/2023	1.00
Journal Entry - August 2023 - MONTHLY INTREST	08/01/2023	1.00
Journal Entry - September 2023 - MONTHLY INTREST	09/01/2023	1.00
Journal Entry - October 2023 - MONTHLY INTREST	10/01/2023	1.00
Journal Entry - November 2023 - MONTHLY INTREST	11/01/2023	1.00
Journal Entry - December 2023 - MONTHLY INTREST	12/01/2023	1.00
Journal Entry - January 2024 - MONTHLY INTREST	01/01/2024	1.00
Journal Entry - February 2024 - MONTHLY INTREST	02/01/2024	1.00
Journal Entry - March 2024 - MONTHLY INTREST	03/01/2024	1.00

Journal Entry - April 2024 - MONTHLY INTREST	04/01/2024	1.00
Journal Entry - May 2024 - MONTHLY INTREST	05/01/2024	1.00
Journal Entry - June 2024 - MONTHLY INTREST	06/01/2024	1.00
Journal Entry - July 2024 - MONTHLY INTREST	07/01/2024	1.00
Journal Entry - August 2024 - MONTHLY INTREST	08/01/2024	1.00
Journal Entry - September 2024 - MONTHLY INTREST	09/01/2024	1.00
Journal Entry - October 2024 - MONTHLY INTREST	10/01/2024	1.00
Journal Entry - November 2024 - MONTHLY INTREST	11/01/2024	1.00
Journal Entry - December 2024 - MONTHLY INTREST	12/01/2024	1.00
Total		36.00

Unreconciled Checks and other Decreases (0 Items)

Total	0.00
--------------	-------------

Unreconciled ACH Batches and Reversals (0 Items)

Total	0.00
--------------	-------------

Unreconciled Payments from ACH Batches Generated after Reconciliation Period (0 Items)

Total	0.00
--------------	-------------

Unreconciled Checks Voided after Reconciliation Period (0 Items)

Total	0.00
--------------	-------------

Unreconciled Receipts Deposited after Reconciliation Period (0 Items)

Total	0.00
--------------	-------------

Receipts Reversed after Reconciliation Which Have Not Been Deposited (0 Items)

Total	0.00
--------------	-------------

Pending Online Receipts Which Have Not Been Deposited (0 Items)

Total	0.00
--------------	-------------

Cleared Transactions

Cleared Deposits and other Increases (1 Item)

Journal Entry - December 2024 - MONTHLY RESERVES TRANSFER	12/01/2024	4,014.00
Total		4,014.00

Cleared Checks and other Decreases (1 Item)

Check #5009 - Payne Pest Management	12/13/2024	6,600.00
Total		6,600.00

Cleared ACH Batches and Reversals (0 Items)

Total	0.00
--------------	-------------

Cash Accounts

10190: Axos Bank Reserve	260,673.20
Less Unreconciled Deposits	-36.00
Less Unreconciled Receipts Deposited after Reconciliation Period	0.00
Less Receipts Reversed after Reconciliation Which Have Not Been Deposited	0.00
Less Pending Online Receipts Which Have Not Been Deposited	0.00
Plus Unreconciled Checks	0.00
Plus Unreconciled ACH Batches and Reversals	0.00
Plus Unreconciled Payments from ACH Batches Generated after Reconciliation Period	0.00
Plus Unreconciled Checks Voided after Reconciliation Period	0.00

Adjusted Cash Balance	260,637.20
Bank Statement Balance on 12/31/2024	260,637.20
	In Balance



2050 Main Street, Suite 300
Irvine, CA 92614

RETURN SERVICE REQUESTED

MONTAGE HOMEOWNERS ASSOCIATION
C/O DIVERSIFIED ASSOCIATION MANAGEMENT
26020 ACERO STE 100
MISSION VIEJO CA 92691-6725

Statement Ending 12/31/2024

MONTAGE HOMEOWNERS

Page 1 of 6

Account Number: XXXXXX7701

Managing Your Accounts



Branch Name Sunwest Bank



Branch Number (800)330-9890



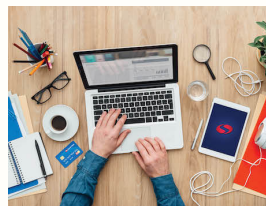
Mailing Address 2050 Main Street, Suite 300
Irvine, CA 92614



Website www.SunwestBank.com

Year-end tax documents will be mailed by January 31st. Please allow up to ten business days for receipt.

Summary of Accounts



Have you made the switch to e-statements yet? Going paperless isn't only good for the planet, it's also a good way to stay organized by keeping all your statements in one place! If you have a consumer account, simply login to online banking, select *profile*, then scroll down to *electronic statements* and click *edit*. If you have a commercial account, call us at 800-330-9890 to get started.

Account Type	Account Number	Ending Balance
HOA CHECKING	XXXXXX7701	\$136,044.88

HOA CHECKING - XXXXXX7701

Account Summary

Date	Description	Amount
11/30/2024	Beginning Balance	\$143,345.85
	21 Credit(s) This Period	\$21,566.50
	19 Debit(s) This Period	\$28,867.47
12/31/2024	Ending Balance	\$136,044.88

Electronic Credits

Date	Description	Amount
12/02/2024	LOCKBOX DEPOSIT	\$945.00
12/03/2024	APPFOLIO VV9T 8666481536	\$630.00
12/03/2024	LOCKBOX DEPOSIT	\$315.00
12/04/2024	Diversified Asso Net Settle 000022515458970	\$630.00
12/05/2024	Diversified Asso Net Settle 000022525419166	\$7,916.50
12/09/2024	Diversified Asso Net Settle 000022585588630	\$1,890.00
12/10/2024	APPFOLIO VV9T 8666481536	\$315.00
12/10/2024	Diversified Asso Net Settle 000022600528118	\$315.00
12/10/2024	LOCKBOX DEPOSIT	\$315.00
12/11/2024	Diversified Asso Net Settle 000022614156990	\$1,875.00
12/12/2024	LOCKBOX DEPOSIT	\$315.00
12/13/2024	Diversified Asso Net Settle 000022641193902	\$630.00
12/16/2024	Diversified Asso Net Settle 000022652753430	\$1,330.00
12/17/2024	Diversified Asso Net Settle 000022664009810	\$315.00
12/17/2024	LOCKBOX DEPOSIT	\$330.00
12/18/2024	Diversified Asso Net Settle 000022671000506	\$1,260.00



Please examine immediately and report if incorrect. If no error report is received within 30 days (unless otherwise required by law) the account will be considered correct.





IMPORTANT INFORMATION ABOUT YOUR CONSTANT CASH ACCOUNT

Your Constant Cash account will be charged with (1) all principal sums loaned there under and (2) **FINANCE CHARGES** as of each account statement date. **FINANCE CHARGES** for credit advances under your account begin to accrue on the date credit advances are posted to your account. This means that there is no "free ride period" which would allow you to avoid a **FINANCE CHARGE** on your credit advances. A daily **FINANCE CHARGE** will be imposed on all credit advances from the date of each credit advance based on the "daily balance" method. To go the daily balance, we take the beginning balance of your account each day, add any new advances and subtract any payments or credits and any unpaid **FINANCE CHARGES**. This gives us the "daily balance". Any **FINANCE CHARGE** is determined by applying the "Periodic Rate" shown on the front of this statement. Then we add together the periodic **FINANCE CHARGES** for each day in the billing cycle. This is your **FINANCE CHARGE** calculated by applying the periodic rate. The Periodic Rate results in the **ANNUAL PERCENTAGE RATE** shown on the front of this statement, which applies to all unpaid balances. The NEW BALANCE shown on your statement represents the ending balance of your Constant Cash account on your statement date plus your **FINANCE CHARGE**.

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

If you think there is an error on your statement, write to us at: Sunwest Bank, 660 E. Watertower St., Meridian, ID 83642. 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 the amount in question, you are responsible for the remainder of the balance.
- We can apply any unpaid amount against your credit limit.

THE SECTION BELOW APPLIES ONLY TO CONSUMER ACCOUNTS AS DEFINED BY REGULATION E

Please examine immediately and report if incorrect. If no reply is received within 60 days the account will be considered correct.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

In case of errors or questions about your electronic transfers, telephone us at 800.330.9890 or write us at 660 E. Watertower St., Meridian, ID 83642. If you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

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

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days. We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days* 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. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts we may take up to 20 business days to credit your account for the amount you think is in error. We will tell you the results within three business days after completing our investigation. If we decide that there was an error, we will send you a written explanation.

You may ask for copies of the documents that we used in our investigation.

*Disputed transactions involving your VISA Check Card will be given provisional credit within five business days of your notification to us.



Statement Ending 12/31/2024

MONTAGE HOMEOWNERS

Page 3 of 6

Account Number: XXXXXX7701

HOA CHECKING - XXXXXX7701 (continued)

Electronic Credits (continued)

Date	Description	Amount
12/20/2024	Diversified Asso Net Settle 000022691689014	\$315.00
12/24/2024	Diversified Asso Net Settle 000022712202858	\$980.00
12/27/2024	Diversified Asso Net Settle 000022727117466	\$315.00
12/30/2024	Diversified Asso Net Settle 000022739756170	\$315.00
12/31/2024	Diversified Asso Net Settle 000022752896610	\$315.00

Electronic Debits

Date	Description	Amount
12/03/2024	Diversified Asso Settlement 000022582084550	\$1,795.00
12/13/2024	ATT Payment XXXXX5003EPAYP	\$395.93
12/13/2024	Diversified Asso Settlement 000022676991474	\$3,025.22
12/17/2024	REPUBLICSERVICES RSIBILLPAY 305090185756	\$2,607.00
12/24/2024	Diversified Asso Settlement 000022749103214	\$1,518.50
12/26/2024	MONTAGE RES XFER -SETT-A211CMGMT	\$4,014.00
12/27/2024	COX COMM SAN BANK DRAFT tb1tOaFZbnNa8l6	\$89.76
12/30/2024	Diversified Asso Settlement 000022777552310	\$25.00
12/31/2024	Diversified Asso Settlement 000022797530262	\$150.00

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
1199	12/10/2024	\$42.80	1209	12/20/2024	\$8,206.00	1215*	12/26/2024	\$514.00
1206*	12/10/2024	\$334.00	1211*	12/17/2024	\$154.00	1216	12/23/2024	\$1,219.84
1207	12/13/2024	\$2,349.97	1212	12/17/2024	\$1,243.04			
1208	12/16/2024	\$853.41	1213	12/20/2024	\$330.00			

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
12/02/2024	\$144,290.85	12/12/2024	\$156,635.55	12/24/2024	\$139,892.64
12/03/2024	\$143,440.85	12/13/2024	\$151,494.43	12/26/2024	\$135,364.64
12/04/2024	\$144,070.85	12/16/2024	\$151,971.02	12/27/2024	\$135,589.88
12/05/2024	\$151,987.35	12/17/2024	\$148,611.98	12/30/2024	\$135,879.88
12/09/2024	\$153,877.35	12/18/2024	\$149,871.98	12/31/2024	\$136,044.88
12/10/2024	\$154,445.55	12/20/2024	\$141,650.98		
12/11/2024	\$156,320.55	12/23/2024	\$140,431.14		

Overdraft and Returned 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

243411020162
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: FRANCHISE TAX BOARD
This amount: FORTY-TWO AND 80/100 DOLLARS \$42.80
Franchise Tax Board
P.O. Box 948837
Sacramento, CA 95827-0511
MEMO 12/10/2024
12/10/2024 12:22:28 201167701

#1199 12/10/2024 \$42.80

243411020162
BMO
Deposit Only
ATM
Branch
Branch Address
Branch Phone
Branch Fax
Branch Email
Branch Website
Branch Hours
Branch Services
Branch Features
Branch Amenities
Branch Location
Branch Map
Branch Directions
Branch Information
Branch Details
Branch Description
Branch Overview
Branch Summary
Branch Conclusion
Branch Footer

1206
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: PAYNE PEST MANAGEMENT
This amount: THREE HUNDRED THIRTY-FOUR AND 00/100 DOLLARS \$334.00
Payne Pest Management
43450 Ridge Park Drive, Ste 250
Tombala, CA 92551
MEMO 12/10/2024
12/10/2024 12:22:28 201167701

#1206 12/10/2024 \$334.00

1206
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: PAYNE PEST MANAGEMENT
This amount: THREE HUNDRED THIRTY-FOUR AND 00/100 DOLLARS \$334.00
Payne Pest Management
43450 Ridge Park Drive, Ste 250
Tombala, CA 92551
MEMO 12/10/2024
12/10/2024 12:22:28 201167701

1207
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: SAN DIEGO GAS & ELECTRIC
This amount: TWO THOUSAND, THREE HUNDRED FORTY-NINE AND 07/100 DOLLARS \$2,349.97
SAN DIEGO GAS & ELECTRIC
PO Box 2011
San Diego, CA 92168-1111
MEMO 12/13/2024
12/13/2024 12:22:28 201167701

#1207 12/13/2024 \$2,349.97

1207
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: SAN DIEGO GAS & ELECTRIC
This amount: TWO THOUSAND, THREE HUNDRED FORTY-NINE AND 07/100 DOLLARS \$2,349.97
SAN DIEGO GAS & ELECTRIC
PO Box 2011
San Diego, CA 92168-1111
MEMO 12/13/2024
12/13/2024 12:22:28 201167701

1208
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: TRAVELERS CL REMITTANCE CENTER
This amount: EIGHT HUNDRED FIFTY-THREE AND 41/100 DOLLARS \$853.41
Travelers CL Remittance Center
PO Box 980317
Dallas, TX 75268-0317
MEMO 12/16/2024
12/16/2024 12:22:28 201167701

#1208 12/16/2024 \$853.41

1208
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: TRAVELERS CL REMITTANCE CENTER
This amount: EIGHT HUNDRED FIFTY-THREE AND 41/100 DOLLARS \$853.41
Travelers CL Remittance Center
PO Box 980317
Dallas, TX 75268-0317
MEMO 12/16/2024
12/16/2024 12:22:28 201167701

1209
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: CITY TREASURER
This amount: EIGHT THOUSAND, TWO HUNDRED SIX AND 00/100 DOLLARS \$8,206.00
City Treasurer
Public Utilities Department/Customer Care
P.O. Box 18000
San Diego, CA 92112-9000
MEMO 12/20/2024
12/20/2024 12:22:28 201167701

#1209 12/20/2024 \$8,206.00

1209
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: CITY TREASURER
This amount: EIGHT THOUSAND, TWO HUNDRED SIX AND 00/100 DOLLARS \$8,206.00
City Treasurer
Public Utilities Department/Customer Care
P.O. Box 18000
San Diego, CA 92112-9000
MEMO 12/20/2024
12/20/2024 12:22:28 201167701

1211
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: PAYNE PEST MANAGEMENT
This amount: ONE HUNDRED FIFTY-FOUR AND 00/100 DOLLARS \$154.00
Payne Pest Management
43450 Ridge Park Drive, Ste 250
Tombala, CA 92551
MEMO 12/17/2024
12/17/2024 12:22:28 201167701

#1211 12/17/2024 \$154.00

1211
Menas HOA Management, a Diversified Company
7562 Mariposa Drive, Suite 401
San Diego, CA 92128
Pay to the order of: PAYNE PEST MANAGEMENT
This amount: ONE HUNDRED FIFTY-FOUR AND 00/100 DOLLARS \$154.00
Payne Pest Management
43450 Ridge Park Drive, Ste 250
Tombala, CA 92551
MEMO 12/17/2024
12/17/2024 12:22:28 201167701



Statement Ending 12/31/2024

MONTAGE HOMEOWNERS

Page 5 of 6

Account Number: XXXXXX7701

Montage HOA Management, a Diversified Company
1522 Marinopolis Drive, Suite 401
San Diego, CA 92108

MONTAGE HOA - SUNWEST OPERATING
SUNWEST BANK
2001 MAIN STREET
TUSTIN, CA 92780

Date: 12/19/2024

Pay to the order of: **PROTEC BUILDING SERVICES**

This amount: ONE THOUSAND, TWO HUNDRED FORTY-THREE AND 04/100 DOLLARS \$1,243.04

Protec Building Services
4710 Wilshire Green Road
San Diego, CA 92131

MEMO: 100123

1212 12/17/2024 \$1,243.04

For Payment
Pay to the order of:
PACIFIC BACKFLOW
1213 12/20/2024 \$330.00

Montage HOA Management, a Diversified Company
1522 Marinopolis Drive, Suite 401
San Diego, CA 92108

MONTAGE HOA - SUNWEST OPERATING
SUNWEST BANK
2001 MAIN STREET
TUSTIN, CA 92780

Date: 12/19/2024

Pay to the order of: **PACIFIC BACKFLOW**

This amount: THREE HUNDRED THIRTY AND 00/100 DOLLARS \$330.00

Pacific Backflow
1590 Oranville
Oceanside, CA 92056-1600

MEMO: 163804

1213 12/20/2024 \$330.00

For Payment
Pay to the order of:
PACIFIC BACKFLOW
1213 12/20/2024 \$330.00

Montage HOA Management, a Diversified Company
1522 Marinopolis Drive, Suite 401
San Diego, CA 92108

MONTAGE HOA - SUNWEST OPERATING
SUNWEST BANK
2001 MAIN STREET
TUSTIN, CA 92780

Date: 12/19/2024

Pay to the order of: **PAYNE PEST MANAGEMENT**

This amount: FIVE HUNDRED FOURTEEN AND 00/100 DOLLARS \$514.00

Payne Pest Management
43400 Ridge Park Drive, Ste 200
Tehachas, CA 93590

MEMO: 283184, 203175, 330597, 263921

1215 12/26/2024 \$514.00

For Payment
Pay to the order of:
PACIFIC BACKFLOW
1213 12/20/2024 \$330.00

Montage HOA Management, a Diversified Company
1522 Marinopolis Drive, Suite 401
San Diego, CA 92108

MONTAGE HOA - SUNWEST OPERATING
SUNWEST BANK
2001 MAIN STREET
TUSTIN, CA 92780

Date: 12/19/2024

Pay to the order of: **PROTEC BUILDING SERVICES**

This amount: ONE THOUSAND, TWO HUNDRED NINETEEN AND 84/100 DOLLARS \$1,219.84

Protec Building Services
17100 Wilshire Green Road
San Diego, CA 92131

MEMO:

1216 12/23/2024 \$1,219.84

For Payment
Pay to the order of:
PACIFIC BACKFLOW
1213 12/20/2024 \$330.00

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Reconciliation Report

SUNWEST BANK

Account Name	MONTAGE HOA - SUNWEST OPERATING
Account Number	*****
Ending Statement Date	12/31/2024

Summary

Bank Statement Starting Balance on 11/30/2024	143,345.85
Cleared Deposits and other Increases	21,566.50
Cleared Checks and other Decreases	22,353.75
Cleared ACH Batches and Reversals	6,513.72
Cleared Balance	136,044.88

Unreconciled Transactions

Unreconciled Deposits and other Increases (4 Items)

Deposit #49	01/12/2023	2,500.00
Deposit #1	03/15/2023	5,497.23
Deposit #15	03/21/2024	2,500.00
Deposit #Lockbox Deposit	12/04/2024	315.00
Total		10,812.23

Unreconciled Checks and other Decreases (7 Items)

Journal Entry - Management Fee Difference	03/01/2023	50.00
Journal Entry - Management Fee Difference	04/01/2023	50.00
Check #1205 - Department of the Treasury	12/05/2024	592.03
Check #1210 - Imperial Pool Care	12/13/2024	685.00
Check #1214 - Imperial Pool Care	12/17/2024	685.00
Check #1217 - Ecology Care	12/27/2024	1,617.00
Check #1218 - Ecology Care	12/27/2024	461.00
Total		4,140.03

Unreconciled ACH Batches and Reversals (0 Items)

Total	0.00
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Unreconciled Payments from ACH Batches Generated after Reconciliation Period (0 Items)

Total	0.00
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Unreconciled Checks Voided after Reconciliation Period (0 Items)

Total	0.00
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Unreconciled Receipts Deposited after Reconciliation Period (7 Items)

Receipt #8A65-8190 - JENNIFER J. LOMELI	12/27/2024	315.00
Receipt #C1FF-46C0 - Jessica Morama Garcia	12/28/2024	315.00
Receipt #785D-EEE0 - Keller Brandalyn Raene	12/30/2024	315.00
Receipt #76F8-2D30 - Philippe Reza Montayre	12/30/2024	315.00

Receipt #2E5E-E6B0 - HAROLD & NAIRA SANANI TRAN	12/31/2024	315.00
Receipt #83F8-1540 - WILLIAM I & JASMIN MELENDEZ	12/31/2024	315.00
Receipt #A455-F660 - Antonio Genuino Olaes	12/31/2024	315.00
Total		2,205.00

Receipts Reversed after Reconciliation Which Have Not Been Deposited (0 Items)

Total		0.00
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Pending Online Receipts Which Have Not Been Deposited (0 Items)

Total		0.00
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Cleared Transactions

Cleared Deposits and other Increases (21 Items)

Deposit #Lockbox Deposit	12/02/2024	945.00
Deposit #Automatic Deposit	12/03/2024	630.00
Deposit #Lockbox Deposit	12/03/2024	315.00
Deposit #Automatic ACH Deposit	12/04/2024	630.00
Deposit #Automatic ACH Deposit	12/05/2024	7,916.50
Deposit #Automatic ACH Deposit	12/09/2024	1,890.00
Deposit #Automatic ACH Deposit	12/10/2024	315.00
Deposit #Automatic Deposit	12/10/2024	315.00
Deposit #Lockbox Deposit	12/10/2024	315.00
Deposit #Automatic ACH Deposit	12/11/2024	1,875.00
Deposit #Lockbox Deposit	12/12/2024	315.00
Deposit #Automatic ACH Deposit	12/13/2024	630.00
Deposit #Automatic ACH Deposit	12/16/2024	1,330.00
Deposit #Automatic ACH Deposit	12/17/2024	315.00
Deposit #Automatic ACH Deposit	12/18/2024	1,260.00
Deposit #Lockbox Deposit	12/17/2024	330.00
Deposit #Automatic ACH Deposit	12/20/2024	315.00
Deposit #Automatic ACH Deposit	12/24/2024	980.00
Deposit #Automatic ACH Deposit	12/27/2024	315.00
Deposit #Automatic ACH Deposit	12/30/2024	315.00
Deposit #Automatic ACH Deposit	12/31/2024	315.00
Total		21,566.50

Cleared Checks and other Decreases (14 Items)

Check #1199 - Franchise Tax Board	10/31/2024	42.80
Check #1206 - Payne Pest Management	12/05/2024	334.00
Check #1207 - SAN DIEGO GAS & ELECTRIC	12/05/2024	2,349.97
Check #1208 - Travelers CL Remittance Center	12/05/2024	853.41
Check #1209 - City Treasurer	12/13/2024	8,206.00
Check #1211 - Payne Pest Management	12/13/2024	154.00
Check #1212 - ProTec Building Services	12/13/2024	1,243.04
Check #1213 - Pacific Backflow	12/16/2024	330.00
Check #1215 - Payne Pest Management	12/17/2024	514.00
Check #1216 - ProTec Building Services	12/17/2024	1,219.84
Payment Ref Epay - AT&T	12/13/2024	395.93
Payment Ref Epay - Republic Services	12/17/2024	2,607.00
Payment Ref Epay - COX BUSINESS	12/27/2024	89.76

Journal Entry - December 2024 - MONTHLY RESERVES TRANSFER	12/01/2024	4,014.00
Total		22,353.75
Cleared ACH Batches and Reversals (5 Items)		
ACH Batch - 1 payment	12/03/2024	1,795.00
ACH Batch - 2 payments	12/13/2024	3,025.22
ACH Batch - 2 payments	12/24/2024	1,518.50
ACH Batch - 1 payment	12/30/2024	25.00
ACH Batch - 1 payment	12/31/2024	150.00
Total		6,513.72
Cash Accounts		
10010: Operating Account		145,592.28
Less Unreconciled Deposits		-10,812.23
Less Unreconciled Receipts Deposited after Reconciliation Period		-2,205.00
Less Receipts Reversed after Reconciliation Which Have Not Been Deposited		0.00
Less Pending Online Receipts Which Have Not Been Deposited		0.00
Plus Unreconciled Checks		4,140.03
Plus Unreconciled ACH Batches and Reversals		0.00
Plus Unreconciled Payments from ACH Batches Generated after Reconciliation Period		0.00
Plus Unreconciled Checks Voided after Reconciliation Period		0.00
Adjusted Cash Balance		136,715.08
Bank Statement Balance on 12/31/2024		136,044.88
	Out of Balance by	-670.20

Montage

Insurance Declaration Pages





CERTIFICATE OF LIABILITY INSURANCE

OP ID: CS

DATE (MM/DD/YYYY)

10/02/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SAX Insurance Agency License #0H23528 17875 Von Karman Ave., Ste 150 Irvine, CA 92614 Demetrios A Xanthos		CONTACT NAME: www.eoidirect.com PHONE (A/C, No, Ext): 877-456-3643 E-MAIL ADDRESS: help@eoidirect.com PRODUCER CUSTOMER ID #: MONTA-3		FAX (A/C, No):
INSURED Montage Homeowners Association 425 S. Meadowbrook Drive San Diego, CA 92114	INSURER(S) AFFORDING COVERAGE			NAIC #
	INSURER A : Travelers Casualty Ins Co.			19046
	INSURER B : Manufacturers Alliance Ins. Co			36897
	INSURER C : Pennsylvania Mfr Assoc Ins.			12262
	INSURER D : Philadelphia Indemnity Ins.			18058
	INSURER E :			
INSURER F :				

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		680-2C089752	10/06/2025	10/06/2026	EACH OCCURRENCE \$ 2,000,000
	☒ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	☐ CLAIMS-MADE ☒ OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 4,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 4,000,000
							\$
A	AUTOMOBILE LIABILITY	X		680-2C089752	10/06/2025	10/06/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	☐ SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT) \$
☒ HIRED AUTOS			\$				
☒ NON-OWNED AUTOS			\$				
							\$
							\$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB	☐ OCCUR					AGGREGATE \$
		☐ CLAIMS-MADE					\$
	DEDUCTIBLE						\$
	RETENTION \$						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y / N	N / A	202501-06-82-52-6Y	10/06/2025	10/06/2026	☒ WC STATU-TORY LIMITS ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Property/Bldg	X		680-2C089752	10/06/2025	10/06/2026	Ded\$10000 25,070,104
							RC Incl Spcl Form

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

D D&O PCAP013706-0818 10/06/25-10/06/26 Limit \$2,000,000 Ded \$5,000
B Crime 412501-06-82-52-6Y 10/06/25-10/06/26 Limit \$1,000,000 Ded \$1,000

CERTIFICATE HOLDER**CANCELLATION**

Menas Realty 7592 Metropolitan Drive Suite 401 San Diego, CA 92108	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Demetrios A Xanthos

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ACORD 25 (2009/09)

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NOTEPAD

INSURED'S NAME **Montage Homeowners Association**

MONTA-3
OP ID: CS

PAGE **2**
Date **10/02/2025**

100% Replacement Cost / Special Form
Including - Wind/Hail; Equipment Breakdown; Ordinance or Law A,B,C;
Severability of Interest/Separation of Insureds included on General
Liability; Cancellation 10 Day Non Payment of Premium.
Inflation guard included and/or property limit reviewed annually to ensure
100% replacement cost.

Unit interior coverage, including any improvements, is limited to the
extent the Association is required to insure per the Association governing
documents. Unit owner must have their own insurance policy as per
Association governing documents.

66 Units

Property Management is Additional Insured
Crime/Fidelity Bond includes Property Management

Montage

Regular Meeting Minutes



MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, June 23, 2026

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held March 24, 2026. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:00PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held after the Regular Session on March 24, 2026

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from March 24, 2026 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the March 24, 2026 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the March 2026 through May 2026 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the March 2026 through May 2026 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Inspector of Election Proposal: The Board reviewed the Inspector of Election Proposal provided by Cindy Redondo in the amount of \$350.00.

Upon a motion duly made, seconded, and unanimously carried, the Board the Inspector of Election Proposal provided by Cindy Redondo in the amount of \$350.00

Maintenance Proposals: The Board reviewed the final draft for the dog park sign. The Board approved language for the sign to install at the dog park.

Homeowner Correspondence: There was no homeowner correspondence for Board review.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS: **Action List:** The Board reviewed the current Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the current site visit report.

NEXT MEETING: The next Meeting was scheduled for July 28, 2026 at 6:00PM.

ADJOURNMENT: With no further business to come before the Board, the Regular Session meeting was adjourned at 6:23PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, March 24, 2026

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held March 24, 2026. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:00PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held after the Regular Session on January 27, 2026.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from January 27, 2026 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the January 27, 2026 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the January and February 2026 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the January and February 2026 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Dog Park Sign Approval: This time was set aside for Board to review the dog park sign and make any changes if needed.

Management made notes to change a misspelled word and change the color.

FHA Review Proposal: The Board reviewed the FHA Review renewal proposal to certify the FHA/VA review in the amount of \$795.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal to certify the FHA/VA review in the amount of \$795.00.

Landscape Proposals: The Board reviewed two proposals.

Ecology Care	Community Mulch	\$5,100.00
Ecology Care	Install plant material near backflow to prevent tagging	\$380.00

Upon a motion duly made, seconded, and unanimously carried, the Board approved the landscape proposals to a total cost of \$5,480.00.

Homeowner Correspondence: There was no homeowner correspondence for Board review.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the January 27, 2026 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the current site visit report.

NEXT MEETING:

The next Meeting was scheduled for April 28, 2026 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:22PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, January 27, 2026

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held January 27, 2026. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:06PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held after the Regular Session on December 17, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from December 17, 2025 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the December 2025 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the November and December 2025 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	October 2025	November 2025	December 2025
Operating Assets:	\$127,002.68	\$114,555.80	\$105,052.54
Reserve:	\$727,556.63	\$727,556.63	\$737,915.10
Accounts Receivable:	\$369.00	\$334.00	\$1,088.00
Total Assets:	\$854,559.31	\$842,112.43	\$842,967.64

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the November and December 2025 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Landscape Proposals: The Board reviewed two proposals.

Sotelo Landscaping	Palm Tree Trimming + Tree Removal/ Stump Grind	\$2,800.00
Ecology Care	Install Small Fence at Dog Park	\$650.00

Upon a motion duly made, seconded, and unanimously carried, the Board approved the landscape proposals to a total cost of \$3,450.00.

Reimbursement Request: The Board reviewed the reimbursement request for unit #140.

Upon a motion duly made, seconded, and unanimously carried, the Board denied the reimbursement request based on the information provided by the homeowner, #140.

Homeowner Correspondence: There were no homeowner correspondence for Board review.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the December 17, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the December 2025 site visit report.

NEXT MEETING:

The next Meeting was scheduled for February 24, 2026 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:49PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, December 17, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held December 17, 2025. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:10PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held after the Regular Session on October 28, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from October 28, 2025 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the October 28, 2025 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the October 2025 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	August 2025	September 2025	October 2025
Operating Assets:	\$135,485.87	\$139,216.67	\$127,002.68
Reserve:	\$720,674.63	\$720,674.63	\$727,556.63
Accounts Receivable:	\$391.00	\$277.00	\$369.00
Total Assets:	\$856,160.50	\$859,891.30	\$854,559.31

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the October 2025 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

2026-2027 Budget Review and Reserve Study: The Board reviewed the 2026 draft budget review reflecting increases and average expenses for operating maintenance. The Board discussed the budget and options per the study provided. The current reserve funding is 63.5%. Management recommends an assessment increase based on operating cost and reserve funding projections.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the 2026-2027 budget with an increase of \$10.00. The new monthly HOA assessments will be \$330.00 effective March 1, 2026.

Reimbursement Request: The Board reviewed the reimbursement request for unit #140.

The Board unanimously tabled the decision as they will need to review the CC&Rs requested some additional information from the owner.

Homeowner Correspondence: There were no homeowner correspondence for Board review.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the October 28, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the November 2025 site visit report.

NEXT MEETING:

The next Meeting was scheduled for January 28, 2026 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 7:08PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, October 28, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, October 28, 2025. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:00PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held after the Regular Session on September 23, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from September 23, 2025 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the September 23, 2025 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the September 2025 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	July 2025	August 2025	September 2025
Operating Assets:	\$132,160.89	\$135,485.87	\$139,216.67
Reserve:	\$725,260.63	\$720,674.63	\$720,674.63
Accounts Receivable:	\$1,230.00	\$391.00	\$277.00
Total Assets:	\$857,421.52	\$856,160.50	\$859,891.30

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the September 2025 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Homeowner Correspondence: The Board reviewed two homeowner correspondences provided to the Board by unit #140, and #133.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the September 23, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the October 2025 site visit report.

NEXT MEETING:

The next Meeting was scheduled for Tuesday, November 25, 2025 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:44PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, September 23, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, September 23, 2025. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:19PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held after the Regular Session on August 26, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from August 26, 2025 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the August 26, 2025 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the August 2025 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	June 2025	July 2025	August 2025
Operating Assets:	\$133,945.02	\$132,160.89	\$135,485.87
Reserve:	\$721,288.63	\$725,260.63	\$720,674.63
Accounts Receivable:	\$1,269.50	\$1,230.00	\$391.00
Total Assets:	\$855,233.65	\$857,421.52	\$856,160.50

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the August 2025 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Insurance Proposal: The Board reviewed the 2025-2026 insurance proposal provided by SAX agency effective October 6, 2025. The Board compared premium with previous year 2023-2024 insurance renewal.

2025-2026 Renewal Premium

ANNUAL PREMIUM SUMMARY	
Montage Homeowners Association	
Commercial Package (Property & CGL)	\$15,330.00
Agency Fee – Travelers Commission	\$460.00
Umbrella – <i>includes policy processing fee</i>	\$1,754.00
RPG Membership Fee	\$100.00
CA Surplus Lines Tax & Stamping Fee	\$51.68
Directors & Officers – <i>includes policy processing fee</i>	\$2,408.00
GIG Service Fee	\$150.00
Fidelity / Crime	\$475.00
Agency Fee – CAIS Commission	\$9.50
Non-Payroll Workers Compensation	\$372.00
TOTAL	\$21,110.18

2024-2025 Insurance Premium

ANNUAL PREMIUM SUMMARY	
Montage Homeowners Association	
Commercial Package (Property & CGL)	\$10,169.00
Agency Fee – Travelers Commission	\$306.00
Directors & Officers – <i>includes policy processing fee</i>	\$2,194.00
Fidelity / Crime	\$595.00
Agency Fee – CAIS Commission	\$12.00
Non Payroll Workers Compensation	\$378.00
TOTAL	\$13,654.00

Optional Coverage

- ☐ *Umbrella, includes fees/taxes – Add \$950*
- ☐ *Cyber Liability – starting at \$810*

Upon a motion duly made, seconded, and unanimously carried, the Board approved the 2025-2026 insurance premium. The Board will seek to obtain an additional quote from another agency for price comparison.

Maintenance Proposals

Tree Trimming Proposal- The Board reviewed the proposal provided by Sotelo Tree Trimming Services to trim (56) trees within the community at \$4,300.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by Sotelo Tree Trimming Services to trim (56) trees within the community at \$4,300.00

Homeowner Correspondence: There were no homeowner correspondence for Board review.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the August 26, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is the Annual Election and Membership Meeting scheduled for Tuesday, October 28, 2025 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:44PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, August 26, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, August 26, 2025. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:15PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held on July 23, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from July 23, 2025 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the July 23, 2025 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the August 2025 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	May 2025	June 2025	July 2025
Operating Assets:	\$134,685.11	\$133,945.02	\$132,160.89
Reserve:	\$717,273.63	\$721,288.63	\$725,260.63
Accounts Receivable:	\$714.00	\$1,269.50	\$1,230.00
Total Assets:	\$851,958.74	\$855,233.65	\$857,421.52

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the July 2025 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Maintenance Proposals

Entrance Gate Proposal: The Board reviewed the proposal provided by House of Automation to replace the gate gear boxes at each gate operator in the amount of \$1,995.00 each. It was diagnosed as a second issue for the reported gate slamming into each other forcing the gate to stay open.

The Board unanimously tabled the proposal provided by House of Automation to replace the gate gear boxes at each gate operator in the amount of \$1,995.00 each. The Board will request a new magnet to be installed at the gate to fix the issue of the gate not locking and staying slightly open.

Backflow Cage Proposal: The Board reviewed the revised proposal provided by Alpine Fence to install (2) two cage systems for the community backflows in the amount of \$3,780.00.

Protec Building Services recommended using a fence company for this work and declined to provide a proposal.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the revised proposal provided by Alpine Fence to install (2) two cage systems for the community backflows in the amount of \$3,780.00.

Homeowner Correspondence: There were no homeowner correspondence for Board review.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the July 23, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is the Annual Election and Membership Meeting scheduled for Tuesday, September 23, 2025 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:44PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Wednesday, July 23, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Wednesday, July 23, 2025. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:06PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management and one homeowner present.

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held on June 24, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from June 24, 2025 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the June 24, 2025 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the June 2025 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	April 2025	May 2025	June 2025
Operating Assets:	\$137,611.99	\$134,685.11	\$133,945.02
Reserve:	\$713,258.63	\$717,273.63	\$721,288.63
Accounts Receivable:	\$644.00	\$714.00	\$1,269.50
Total Assets:	\$850,870.62	\$851,958.74	\$855,233.65

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the June 2025 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Maintenance Proposals:

Entrance Gate Proposal: The Board reviewed the proposal provided by House of Automation is the gate proposal to replace the ground loop detectors (sensors) in the amount of \$2,986.20.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by House of Automation is the gate proposal to replace the ground loop detectors (sensors) in the amount of \$2,986.20.

Backflow Cage Proposal: The Board review is the proposal provided by Alpine Fence to install (2) two cage systems for the community backflows in the amount of \$7,000.00.

Upon a motion duly made, seconded, and unanimously carried, the Board denied the proposal provided by Alpine Fence to install (2) two cage systems for the community backflows in the amount of \$7,000.00. Management will seek out a revised bid and a proposal from Protec Building Services.

Reserve Study Proposal: The Board reviewed the proposal provided by McCaffrey Reserve Consulting in the amount of \$450.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by McCaffrey Reserve Consulting in the amount of \$450.00.

Mailbox Camera Discussion: This time was set aside for the Board to discuss the mailbox camera and options available for the community.

Upon a motion duly made, seconded, and unanimously carried, the Board approved to order two cameras and two solar panels on Amazon totaling \$92.47.

Homeowner Correspondence: There was one homeowner correspondence for Board review.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the June 24, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is the Annual Election and Membership Meeting scheduled for Tuesday, August 26, 2025 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:53PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, June 24, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, June 24, 2025 located at the pool area at 425 S. Meadowbrook Dr. San Diego, CA 92114.

CALL TO ORDER:

Meeting was called to order at 6:17PM immediately after the Executive Session.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon (Via Phone Conference)

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held on May 27, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from May 27, 2025 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the May 27, 2025 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the April 2025 and May 2025 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	March 2025	April 2025	May 2025
Operating Assets:	\$138,466.19	\$137,611.99	\$134,685.11
Reserve:	\$722,604.59	\$713,258.63	\$717,273.63
Accounts Receivable:	\$729.00	\$644.00	\$714.00
Total Assets:	\$861,070.78	\$850,870.62	\$851,958.74

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the April and May 2025 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Homeowner Correspondence: There was one homeowner correspondence for Board review.

Architectural Applications: There were no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the May 27, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the May 2025 site visit report.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is the Annual Election and Membership Meeting scheduled for Tuesday, July 23, 2025 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:50PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, May 27, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, May 27, 2025 Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:13PM immediately after the Executive Session.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held on February 25, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from February 25, 2025 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the February 25, 2025 Board Meeting Minutes.

FINANCIAL REPORTS:

The Board reviewed the January 2025 through March 2025 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	January 2025	February 2025	March 2025
Operating Assets:	\$146,087.58	\$138,327.42	\$138,466.19
Reserve:	\$713,991.21	\$716,295.59	\$722,604.59
Accounts Receivable:	\$1,024.00	\$709.00	\$729.00
Total Assets:	\$860,078.79	\$854,623.01	\$861,070.78

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the January 2025 through March 2025 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Inspector of Election Proposal: The Board reviewed the proposal provided by Cindy Redondo to act as Inspector of Election for the Annual Election in the amount of \$350.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by Cindy Redondo to act as Inspector of Election for the Annual Election in the amount of \$350.00.

Bollard Installation Proposal: The Board reviewed the proposal provided by Protec Building Services to install an additional bollard in the amount not to exceed \$450.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by Protec Building Services to install an additional bollard in the amount not to exceed \$450.00

Monument Light Fixtures: The Board reviewed the proposal provided by Tazz Lighting for (2) Monument Light Fixtures in the amount of \$1,194.64.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by Tazz Lighting for (2) Monument Light Fixtures in the amount of \$1,194.64.

Homeowner Correspondence: There is one homeowner correspondence for Board review.

Architectural Applications: There was no architectural applications for Board review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the February 25, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the March 2025 site visit report.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is the Annual Election and Membership Meeting scheduled for Tuesday, June 24, 2025, 2025 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:36PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, February 25, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, February 25, 2025. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:01PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held on February 7, 2025.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from January 7, 2025, Board Meeting Minutes.

The Board unanimously tabled the meeting minutes from January 7, 2025.

FINANCIAL REPORTS:

The Board reviewed the December 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	October 2024	November 2024	December 2024
Operating Assets:	\$138,492.96	\$156,388.95	\$145,592.28
Reserve:	\$709,062.34	\$713,077.64	\$710,077.64
Accounts Receivable:	\$734.00	\$1,117.00	\$730.50
Total Assets:	\$847,555.60	\$860,508.45	\$856,084.92

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the December 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Homeowner Correspondence: There were no homeowner correspondence for Board review.

Architectural Applications: There was one architectural application the Board reviewed and discussed for homeowner #108 to install concrete to the patio area.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the architectural application for homeowner #108 to install concrete to the patio area.

MANAGEMENT REPORTS:

Action List: The Board reviewed the January 7, 2025 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit report enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting was scheduled for Tuesday, March 25, 2025 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:38PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, January 7, 2025

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, January 7, 2025 Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:03PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Treasurer, Cecelia Murphy
Secretary, Luis Alarcon

Directors Absent: Vice President, David Denni

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held on November 26, 2024 to conduct an owner hearing.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from November 26, 2024 Board Meeting Minutes.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the November 26, 2024 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the November 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	September 2024	October 2024	November 2024
Operating Assets:	\$149,911.54	\$138,492.96	\$156,388.95
Reserve:	\$703,504.69	\$709,062.34	\$713,077.64
Accounts Receivable:	\$584.00	\$734.00	\$1,117.00
Total Assets:	\$853,416.23	\$847,555.60	\$860,508.45

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the November 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

Street Paving Proposals: The Board reviewed two proposals to perform recommended repairs and sealcoating with restriping within the community.

AMS Paving to perform the seal coat to include the restripe and pavement markings in the amount of **\$9,485.00**. Additional Options: Apply the second coat in the amount of \$4,139.00.

Update: AMS Paving provided an additional quote for (2) mobilizations on the sealcoat to allow community access during the interim of the project in the amount of \$2,500.00.

Rose Paving to perform the seal coat to include the restripe and pavement markings for the revised amount of **\$13,360.96**. Additional options are available.

Upon a motion duly made, seconded, and unanimously carried, the Board Rose Paving to perform the seal coat to include the restripe and pavement markings for the revised amount of **\$13,360.96**.

2025-2026 Draft Budget Review and Draft Review Study Review: The Board reviewed the 2025-2026 Draft Budget Review reflecting an increase of \$2.00 to comply with FHA/VA requirements. The Board discussed recommendations by the reserve analyst. The Board reviewed the cost of each operating expense. The reserve study reflected a fair funding of 66.5%.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the 2025-2026 Draft Budget to reflect an increase of HOA assessment of \$5.00 effective March 1, 2025.

NEW BUSINESS:

NONE

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the November 26, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit report enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting was scheduled for Tuesday, January 25, 2025 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 7:08PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, October 22, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, October 22, 2024. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:03PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: Treasurer, Cecelia Murphy

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held prior to the Regular Session on September 24, 2024 to conduct an owner hearing.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from September 24, 2024 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the September 24, 2024 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the September 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	July 2024	August 2024	September 2024
Operating Assets:	\$157,951.71	141,738.24	\$149,911.54
Reserve:	\$695,474.69	699,489.69	\$703,504.69
Accounts Receivable:	\$784.00	\$640.50	\$584.00
Total Assets:	\$853,356.20	\$841,227.93	\$853,416.23

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the September 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

Street Paving Proposals: The Board reviewed two proposals to perform recommended repairs and sealcoating with restriping within the community.

AMS Paving to perform the seal coat to include the restripe and pavement markings in the amount of **\$9,485.00**. Additional Options: Apply the second coat in the amount of \$4,139.00.

Rose Paving to perform the seal coat to include the restripe and pavement markings in the amount of **\$15,499.98**. Additional options are available.

NEW BUSINESS:

Upon a motion duly made, seconded, and unanimously carried, the Board approved the 2024-2025 insurance renewal provided by SAX Insurance Agency.

Street Paving Proposals: The Board reviewed the proposal provided by AMS Paving to perform the seal coat to include the restripe and pavement markings in the amount of \$9,485.00. Additional Options: Apply second coat in the amount of \$4,139.00.

The Board unanimously tabled the proposal provided by AMS Paving to seek out an additional proposal for street paving.

BBQ Grill- Parts Proposal: Management was pending the repair/replacement part cost and full assessment report from Protec Building Services.

The Board unanimously tabled the discussion on the BBQ grill until a full assessment report was provided by Protec Building Services.

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the August 27, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit report enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting was scheduled for Tuesday, October 22, 2024 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:45PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, October 22, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, October 22, 2024. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:03PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: Treasurer, Cecelia Murphy

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held prior to the Regular Session on September 24, 2024 to conduct an owner hearing.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from September 24, 2024 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the September 24, 2024 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the September 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	July 2024	August 2024	September 2024
Operating Assets:	\$157,951.71	141,738.24	\$149,911.54
Reserve:	\$695,474.69	699,489.69	\$703,504.69
Accounts Receivable:	\$784.00	\$640.50	\$584.00
Total Assets:	\$853,356.20	\$841,227.93	\$853,416.23

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the September 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

Street Paving Proposals: The Board reviewed two proposals to perform recommended repairs and sealcoating with restriping within the community.

AMS Paving to perform the seal coat to include the restripe and pavement markings in the amount of **\$9,485.00**. Additional Options: Apply the second coat in the amount of \$4,139.00.

Rose Paving to perform the seal coat to include the restripe and pavement markings in the amount of **\$15,499.98**. Additional options are available.

NEW BUSINESS:

Upon a motion duly made, seconded, and unanimously carried, the Board approved the 2024-2025 insurance renewal provided by SAX Insurance Agency.

Street Paving Proposals: The Board reviewed the proposal provided by AMS Paving to perform the seal coat to include the restripe and pavement markings in the amount of \$9,485.00. Additional Options: Apply second coat in the amount of \$4,139.00.

The Board unanimously tabled the proposal provided by AMS Paving to seek out an additional proposal for street paving.

BBQ Grill- Parts Proposal: Management was pending the repair/replacement part cost and full assessment report from Protec Building Services.

The Board unanimously tabled the discussion on the BBQ grill until a full assessment report was provided by Protec Building Services.

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the August 27, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit report enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting was scheduled for Tuesday, October 22, 2024 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:45PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, September 24, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, September 24, 2024. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:11PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Treasurer, Cecelia Murphy
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held following the Regular Session on August 27, 2024.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from August 27, 2024 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the August 27, 2024, Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the August 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	June 2024	July 2024	August 2024
Operating Assets:	\$149,989.56	\$157,951.71	141,738.24
Reserve:	688,193.40	\$695,474.69	699,489.69
Accounts Receivable:	\$919.00	\$784.00	\$640.50
Total Assets:	\$838,112.76	\$853,356.20	\$841,227.93

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the August 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Insurance Quotes 2024-2025: The Board reviewed the SAX Insurance renewal for 2024-2025. Management enclosed the previous year 2023-2024 insurance renewal for comparison.

2024-2025		2023-2024	
ANNUAL PREMIUM SUMMARY		ANNUAL PREMIUM SUMMARY	
Montage Homeowners Association		Montage Homeowners Association	
Commercial Package (Property & CGL)	\$10,169.00	Commercial Package – includes Property & CGL	\$10,157.00
Agency Fee – Travelers Commission	\$306.00	Directors & Officers	\$1,706.00
Directors & Officers – includes policy processing fee	\$2,194.00	Fidelity / Crime	\$426.00
Fidelity / Crime	\$595.00	Non Payroll Workers Compensation	\$377.00
Agency Fee – CAIS Commission	\$12.00		
Non Payroll Workers Compensation	\$378.00		
TOTAL	\$13,654.00	TOTAL	\$12,666.00
<u>Optional Coverage</u>		<u>Optional Coverage</u>	
○ <i>Umbrella, includes fees/taxes – Add \$950</i>		○ <i>Umbrella, includes Membership Fee – add \$1,446</i>	
○ <i>Cyber Liability – startina at \$810</i>		○ <i>Cyber Liability – starting at \$810</i>	

The Board reviewed is an additional insurance quote for 2024-2025 provided by Labarre/Oksnee Insurance. Total Annual Premium \$22,244.70.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the 2024-2025 insurance renewal provided by SAX Insurance Agency.

Street Paving Proposals: The Board reviewed the proposal provided by AMS Paving to perform the seal coat to include the restripe and pavement markings in the amount of \$9,485.00. Additional Options: Apply second coat in the amount of \$4,139.00.

The Board unanimously tabled the proposal provided by AMS Paving to seek out an additional proposal for street paving.

BBQ Grill- Parts Proposal: Management was pending the repair/replacement part cost and full assessment report from Protec Building Services.

The Board unanimously tabled the discussion on the BBQ grill until a full assessment report was provided by Protec Building Services.

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the August 27, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit report enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting was scheduled for Tuesday, October 22, 2024 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:45PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, August 27, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, August 27, 2024. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:00PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Treasurer, Cecelia Murphy
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held following the Regular Session on July 23, 2024.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from July 23, 2024, Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the July 23, 2024, Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the July 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	May 2024	June 2024	July 2024
Operating Assets:	\$188,149.20	\$149,989.56	\$157,951.71
Reserve:	\$684,178.40	688,193.40	\$695,474.69
Accounts Receivable:	\$934.00	\$919.00	\$784.00
Total Assets:	\$863,163.27	\$838,112.76	\$853,356.20

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the July 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the July 23, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit report enclosed for Board review.

MEETING RECAP: This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING: The next meeting was scheduled for Tuesday, September 24, 2024 at 6:00PM.

ADJOURNMENT: With no further business to come before the Board, the Regular Session meeting was adjourned at 6:32PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, July 23, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, July 23, 2024. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:06PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: Treasurer, Cecelia Murphy

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held following the Regular Session on June 25, 2024 to conduct an owner hearing.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from the June 25, 2024 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the June 25, 2024 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the June 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	April 2024	May 2024	June 2024
Operating Assets:	\$167,624.26	\$188,149.20	\$149,989.56
Reserve:	\$678,322.13	\$684,178.40	688,193.40
Accounts Receivable:	\$1,491.50	\$934.00	\$919.00
Total Assets:	\$837,339.56	\$863,163.27	\$838,112.76

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the June 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Reserve Study Analyst Proposal: The Board reviewed the proposal provided by McCaffrey Reserve Consultants to provide the reserve study in preparation for the 2024-2025 budget in the amount of \$425.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by McCaffrey Reserve Consultants to provide the reserve study in preparation for the 2024-2025 budget in the amount of \$425.00.

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS: Action List: The Board reviewed the June 25, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit report enclosed for Board review.

MEETING RECAP: This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING: The next meeting was scheduled for Tuesday, August 27, 2024 at 6:00PM.

ADJOURNMENT: With no further business to come before the Board, the Regular Session meeting was adjourned at 6:33PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, June 25, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, June 25, 2024. Meeting Location: Community Pool Area – 425 S. Meadowbrook Drive, San Diego, CA 92114.

CALL TO ORDER:

Meeting was called to order at 6:02PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Secretary, Luis Alarcon

Directors Absent: Director at Large, Freddie Smith
Treasurer, Cecelia Murphy

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held following the Regular Session on June 25, 2024.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from the June 25, 2024 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the June 25, 2024 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the May 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	March 2024	April 2024	May 2024
Operating Assets:	\$170,457.42	\$167,624.26	\$188,149.20
Reserve:	\$675,205.13	\$678,322.13	\$684,178.40
Accounts Receivable:	\$2,039.00	\$1,491.50	\$934.00
Total Assets:	\$837,603.22	\$837,339.56	\$863,163.27

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the May 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the May 28, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: There was no site visit report enclosed for Board review.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting will be the Reconvened Annual Election and Membership Meeting and Open Session Board Meeting scheduled for Tuesday, July 23, 2024 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:34PM and moved directly into Executive Session.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, May 28, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, May 28, 2024 Via Zoom Meeting. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:03PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Treasurer, Cecelia Murphy
Secretary, Luis Alarcon (Logged On 6:43, Logged Off 6:54PM
Logged On 7:12PM)

Directors Absent: Director at Large, Freddie Smith

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held following the Regular Session on April 23, 2024.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from the April 23, 2024 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the April 23, 2024 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the April 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	February 2024	March 2024	April 2024
Operating Assets:	\$170,823.71	\$170,457.42	\$167,624.26
Reserve:	\$664,239.29	\$675,205.13	\$678,322.13
Accounts Receivable:	\$1,219.00	\$2,039.00	\$1,491.50
Total Assets:	\$826,183.67	\$837,603.22	\$837,339.56

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the April 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

CC&Rs: Provision Review: The Board reviewed the correspondence from legal counsel regarding the Board request to amend the CC&Rs specifically related to the use of garages and animal restrictions. The Board will continue to review and discuss language outlined in the CC&Rs and propose amendments as needed.

NEW BUSINESS:

System Camera Update: The Board reviewed the proposal provided by Bay Alarm to update the camera system. Total One-Time Cost \$12,250.00/ \$375 Monthly (Billed Quarterly).

The Board unanimously tabled the camera system proposal and will discuss other options on camera updates.

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the April 23, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the April 2024 Site Visit Report. No Board action was required.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting will be the Annual Election and Membership Meeting and is currently scheduled for Tuesday, June 25, 2024 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 7:20PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, February 27, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, February 27, 2024 Via Zoom Meeting. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:04PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Treasurer, Cecelia Murphy (Signed Out 7:46PM)
Director at Large, Freddie Smith
Secretary, Luis Alarcon (Signed On 6:45PM, Signed Out 7:09PM)

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management and three homeowners.

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was not held following the Regular Session on January 23, 2024.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from the January 23, 2024 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the January 23, 2024 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the January 2024 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	November 2023	December 2023	January 2024
Operating Assets:	\$164,720.88	\$161,169.45	\$163,651.01
Reserve:	\$646,922.58	\$650,039.58	\$661,122.29
Accounts Receivable:	\$1,069.00	\$619.00	\$1,554.00
Total Assets:	\$811,643.46	\$811,209.03	\$816,252.16

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the January 2024 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

CC&Rs: Provision Review: This time was set aside for the Board to discuss revisions in language in the current CC&Rs.

The Board reviewed the current CC&Rs and discussed amending General Restrictions 7.8.3 and Garage Use 7.5.8 sections of the CC&Rs.

Fence Proposal: The Board reviewed the fence proposal provided by Alpine Fence to install a 4-foot fence at the dog park in the amount of \$2,400.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the fence proposal provided by Alpine Fence to install a 4-foot fence at the dog park in the amount of \$2,400.00.

Homeowner Correspondence: There was no homeowner correspondence for the Board to review.

Architectural Applications: There were no architectural applications for the Board to review.

MANAGEMENT REPORTS:

Action List: The Board reviewed the January 23, 2024 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the February 2024 Site Visit Report. No Board action was required.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is currently scheduled for Tuesday, March 26, 2024 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 7:55PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, January 23, 2024

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, January 23, 2024 Via Zoom Meeting. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:00PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Treasurer, Cecelia Murphy

Directors Absent: Director at Large, Freddie Smith
Secretary, Luis Alarcon

Others Present: Sarah Espinoza with Menas HOA Management and three homeowners.

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held following the Regular Session held on November 28, 2023

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from the November 28, 2023 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the November 28, 2023 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the December 2023 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	October 2023	November 2023	December 2023
Operating Assets:	\$160,494.87	\$164,720.88	\$161,169.45
Reserve:	\$651,654.42	\$646,922.58	\$650,039.58
Accounts Receivable:	\$584.00	\$1,069.00	\$619.00
Total Assets:	\$812,149.29	\$811,643.46	\$811,209.03

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the December 2023 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

Reserve Study Level II Review: The Board reviewed the reserve study prepared by McCaffrey Consultants reflecting a 66.7% fair funded reserve standing.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the reserve study prepared by McCaffrey Consultants reflecting a 66.7% fair funded reserve standing.

2024-2025 Budget Review: The Board reviewed and discussed five (5) Budgets prepared by Management.

Budget A	No Increase (\$0)	\$300.00	Reserve Funding 15%
Budget B	5% Increase (\$15)	\$315.00	Reserve Funding 20%
Budget C	10% Increase (\$30)	\$330.00	Reserve Funding 25%
Budget D	15% Increase (\$45)	\$345.00	Reserve Funding 30%
Budget D	20% Increase (\$60)	\$360.00	Reserve Funding 35%

Upon a motion duly made, seconded, and unanimously carried, the Board approved Budget B reflecting a 5% increase in monthly assessments. The new monthly assessment will be \$315.00 effective March 1, 2024.

Homeowner Correspondence: There was one owner correspondence the Board reviewed and discussed.

Architectural Applications: Management enclosed solar specifications for unit #101 that was submitted to Management. Management did not receive the improvement request application in order for the review to begin. Management requested the submission requirements be completed by the owner.

The Board unanimously tabled the review to install solar panels for unit #101 until the submission requirements have been met.

MANAGEMENT REPORTS:

Action List: The Board reviewed the November 28, 2023 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the January 2024 Site Visit Report. No Board action was required.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is currently scheduled for Tuesday, February 27, 2024 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 7:37PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, November 28, 2023

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, November 28, 2023 Via Zoom Meeting. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:00PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Treasurer, Cecelia Murphy
Director at Large, Freddie Smith
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management and three homeowners.

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held following the Regular Session held on October 24, 2023.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from the October 24, 2023 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the October 23, 2023 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the October 2023 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	August 2023	September 2023	October 2023
Operating Assets:	\$158,178.15	\$170,534.71	\$160,494.87
Reserve:	\$647,120.42	\$648,537.42	\$651,654.42
Accounts Receivable:	\$1,184.00	\$1,184.00	\$584.00
Total Assets:	\$796,407.43	\$810,180.99	\$812,149.29

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the October 2023 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

Pool Party Rules Comment Review and Adoption: This time was set aside for the Board to review any owner comments following the 28-day comment period of the membership. There were no comments for the Board review.

Upon a motion duly made, seconded, and unanimously carried, the Board adopted the revised pool party rules to go into effect immediately.

NEW BUSINESS:

Rain Gutter Cleaning (Preventive Maintenance)- The Board reviewed two proposals to clean out the rain gutters for 22 buildings and Pool House:

Peltier Company	\$14,692.00
Protec Building Service	\$13,305.00

Upon a motion duly made, seconded, and unanimously carried, the Board denied the rain gutter cleaning proposals and will perform maintenance as needed basis.

Palm Tree Trimming: The Board reviewed the proposal provided by Sotelo Tree Services to trim (50) queen palms throughout the community in the amount of \$2,100.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by Sotelo Tree Services to trim (50) queen palms throughout the community in the amount of \$2,100.00.

Fence Proposal: The Board reviewed the proposal provided by Ecology Care to install a 72" feet of fence that is 5" tall around the dog run in the amount of \$3,960.00. Management is pending a proposal to be provided by Protec Building Services.

The Board unanimously tabled the proposal to seek out an additional proposal.

Camera Proposal: The Board reviewed the camera proposal in the amount of \$16,500.00 for the installation. \$1,050.00/Monthly cost for LIVE video monitoring to be billed every quarter. The proposal is based on the following scope:

- Replace NEMA Enclosure at front entry vehicle gate, new unit to include Fan. Replace Cameras to be IP. Includes a Cell Gateway/Cradlepoint (similar to a HotSpot) for internet connectivity and remote viewing.
- Upgrade pool camera system to include all new Cat6 wiring with IP Cameras
 - 4 existing cameras at building structure to be replaced. Run new conduit along pool perimeter gate for 2 new camera locations.
 - 1 new camera behind BBQ looking at BBQ area/building
 - 1 new camera behind Hot Tub looking at Hot Tub and general pool area
 - Either Luis or ProTec to provide and install 12'-16' posts to install cameras on.
 - New system to be Live Video Monitoring, which includes Talk-Down speaker to deter intruders after hours.

The Board unanimously tabled the proposal to conduct another meeting with the Bay Alarm Representative to review the scope of work and proposal a new scope that is within budget.

Homeowner Correspondence: There was no homeowner correspondence for the Board to review received prior to the Regular Session Meeting held on November 28, 2023. No Board action was required.

Architectural Applications: There was no architectural applications for the Board to review prior to the Regular Session Meeting held on November 28, 2023. No Board action was required.

MANAGEMENT REPORTS:

Action List: The Board reviewed the October 24, 2023 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the November 2023 Site Visit Report. No Board action was required.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is currently scheduled for Tuesday, January 23, 2024 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 7:34PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, October 24, 2023

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, October 24, 2023 Via Zoom Meeting. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:02PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Treasurer, Cecelia Murphy
Director at Large, Freddie Smith
Secretary, Luis Alarcon

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held following the Regular Session held on September 26, 2023.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from the September 26, 2023 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the September 26, 2023 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the September 2023 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	July 2023	August 2023	September 2023
Operating Assets:	\$166,380.88	\$158,178.15	\$170,534.71
Reserve:	\$644,003.42	\$647,120.42	\$648,537.42
Accounts Receivable:	\$1,484.00	\$1,184.00	\$1,184.00
Total Assets:	\$801,793.16	\$796,407.43	\$810,180.99

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the September 2023 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

NONE

Homeowner Correspondence: There was no homeowner correspondence for the Board to review received prior to the Regular Session Meeting held on October 24, 2023. No Board action was required.

Architectural Applications: There was no architectural applications for the Board to review prior to the Regular Session Meeting held on October 24, 2023. No Board action was required.

MANAGEMENT REPORTS:

Action List: The Board reviewed the September 26, 2023 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the October 2023 Site Visit Report. No Board action was required.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is currently scheduled for Tuesday, November 28, 2023 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 6:50PM.

Board Member Signature

Date

MONTAGE HOMEOWNERS ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, September 26, 2023

MEETING NOTICE:

Upon notice given and received, a Regular Session Board of Directors Meeting for the Montage Homeowners Association was held on Tuesday, September 26, 2023 Via Zoom Meeting. Login into Zoom.us; Click on LOGIN INTO MEETING or Dial (669) 900-6833 / Meeting ID: 671 310 0190 Password: 89292.

CALL TO ORDER:

Meeting was called to order at 6:02PM.

ATTENDANCE:

Directors Present: President, Gregory Forte
Vice President, David Denni
Treasurer, Cecelia Murphy
Director at Large, Freddie Smith
Secretary, Luis Alarcon (Logged in 6:07PM)

Directors Absent: NONE

Others Present: Sarah Espinoza with Menas HOA Management

HOMEOWNER FORUM:

This time was set aside for any homeowners in attendance to address the Board with questions and concerns regarding the community.

DISCLOSURE:

The Board disclosed that an Executive Session was held following the Regular Session held on August 29, 2023.

MEETING MINUTES:

The Board reviewed the Regular Session Minutes from the August 29, 2023 Board Meeting.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the August 29, 2023 Regular Session Minutes.

FINANCIAL REPORTS:

The Board reviewed the August 2023 Financial Report submitted subject to the CPA's year-end review and in compliance with the California Civil Code.

Month	June 2023	July 2023	August 2023
Operating Assets:	\$157,578.43	\$166,380.88	158,178.15
Reserve:	\$640,886.42	\$644,003.42	\$647,120.42
Accounts Receivable:	\$5,544.53	\$1,484.00	\$1,184.00
Total Assets:	\$793,934.24	\$801,793.16	\$796,407.43

Upon a motion duly made, seconded, and unanimously carried, the Board accepted the August 2023 Financial Reports submitted subject to the CPA's year-end review and in compliance with California Civil Code.

Delinquency Report: There were no accounts requiring Board action.

UNFINISHED BUSINESS:

Draft Pool Party Rules: The Board reviewed the draft Pool Party Rules prepared by Management. The Board discussed the draft Pool Party Rules and requested further changes the Board would like to amend.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the draft pool party rules contingent to changes presented by the Board at the meeting. The Board will proceed with the 28-day comment of the membership.

NEW BUSINESS:

Insurance Renewal: The Board reviewed the insurance renewal for Montage HOA presented by SAX Insurance Agency offering a 3% increase. **Insurance Expires 10/06/23.**

2023 Insurance Summary for Comparison:

ANNUAL PREMIUM SUMMARY	
Montage Homeowners Association	
Commercial Package – includes Property & CGL	\$9,882.00
Directors & Officers	\$1,644.00
Fidelity / Crime	\$388.00
Non Payroll Workers Compensation	\$377.00
TOTAL	\$12,291.00

2024 Insurance Summary for Comparison:

ANNUAL PREMIUM SUMMARY	
Montage Homeowners Association	
Commercial Package – includes Property & CGL	\$10,157.00
Directors & Officers	\$1,706.00
Fidelity / Crime	\$426.00
Non Payroll Workers Compensation	\$377.00
TOTAL	\$12,666.00

Upon a motion duly made, seconded, and unanimously carried, the Board approved the insurance renewal for Montage HOA presented by SAX Insurance Agency offering a 3% increase.

Tree Trimming Proposal: The Board reviewed the quote provided by Sotelo Tree Services to trim (14) Podocarpus Trees in the amount of \$1,700.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the quote provided by Sotelo Tree Services to trim (14) Podocarpus Trees in the amount of \$1,700.00.

Dog Park Enhancement Proposal Review and Discussion: The Board reviewed the proposal provided by Ecology Care to add decomposed granite in the dog park in the amount of \$3,745.00. The Board discussed dog park enhancements to include possible fence replacement.

The Board unanimously tabled a motion on the Ecology Care proposal to install decomposed granite to seek an additional bid.

Camera Discussion: The Board discussed the current camera system for the community. The Board considered to upgrade the system based on camera system schematics and budget associated with the camera upgrades.

Tot Lot Proposals: The Board reviewed the proposals provided by two companies to replace the rubber surfacing at the tot lot.

Recreation SC	Demo & Replace Rubber 2" Thickness Surfacing	\$12,630.00
Recreations SC	ReTop Existing Rubber Surfacing	\$7,629.00
Dave Bang Associates	Demo & Replace Rubber 2" Thickness Surfacing	\$13,976.84

The Board unanimously tabled the proposals to replace the rubber surfacing at this time. The Board will review this item for 2024.

Termite Warranty Renewal Proposal: The Board reviewed the termite warranty renewal for 2024 provided by Payne Pest Management in the amount of \$6,600.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the termite warranty renewal for 2024 provided by Payne Pest Management in the amount of \$6,600.00.

Speed Bump Installation Proposal: The Board reviewed the proposal provided by Protec Building Services to install speed bumps at (2) locations measuring 18' in length in the amount of \$3,400.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal provided by Protec Building Services to install speed bumps at (1) location measuring 18' in length in the amount of \$1,700.00.

Homeowner Correspondence: There was no homeowner correspondence for the Board to review received prior to the Regular Session Meeting held on September 26, 2023. No Board action was required.

Architectural Applications: The Board reviewed two architectural applications:

Unit #117 – Install mesh on the exterior of each window.

Unit #117- Install cameras on the exterior of the building.

Upon a motion duly made, seconded, and unanimously carried, the Board conditionally approved the following:

Unit #117 – Install mesh on the exterior of each window.

Unit #117- Install cameras on the exterior of the building.

MANAGEMENT REPORTS:

Action List: The Board reviewed the August 29, 2023 Action List. No Board action was required.

Work Order Report: The Board reviewed the current Work Order Report. No Board action was required.

Compliance Report: The Board reviewed the current Compliance Report showing open violations. No Board action was required.

Site Visit Report: The Board reviewed the August 2023 Site Visit Report. No Board action was required.

MEETING RECAP:

This time was set aside for Management to discuss action items captured in the Board Meeting.

NEXT MEETING:

The next meeting is currently scheduled for Tuesday, October 24, 2023 at 6:00PM.

ADJOURNMENT:

With no further business to come before the Board, the Regular Session meeting was adjourned at 7:47PM.

Board Member Signature

Date

Montage

Reserve Study



Reserve Analysis Report

Montage HOA

425 S Meadowbrook Dr
San Diego, CA 92114

Level III Study without Site Inspection

Fiscal Year End Date: February 28, 2020



Over 8,000 Reserve Studies Performed

Phone: 858-764-1895

Fax: 800-436-3816

brian@mccafferyreserveconsulting.com

www.mccafferyreserveconsulting.com

Preface

A reserve study is a detailed report that assists common interest developments (CID) in planning for long-term common area repair and replacement expenses. These common areas differ for every development. They can include streets, roofs, recreational facilities and many other items. A reserve study estimates the costs of common area repairs and replacements over a 30 year period. Each component is given a useful life, remaining life, and estimated cost. A reserve study then calculates the funds necessary to cover these expenses by creating funding plans.

The Big Picture - What are the significant figures to look at in the report?

- **The Component List** – What are our reserve components and when will they need maintenance

Every reserve study must start with a list of the components. The component summary contains the list of all the components, their useful and remaining lives, and their estimated costs. These numbers are the building blocks for most of the figures in the study.

- **Percent Funded** - What is our current financial standing

Probably the most important number in a reserve study is percent funded. It's almost like a credit score for an association. It tells them the current strength of their reserve fund.

Over 70% = Well Funded Between 30-70% = Fairly Funded Below 30% = Poorly Funded

The lower your percent funded the higher the risk of a special assessment. A low percent funded also increases the likelihood of deferred maintenance which can cause declining property values.

- **Funding Plans** - How much do we need to save for the future

The next important part of the study is the theoretical 30 year funding plans. The study contains 3 funding plans. It projects what the percent funded will be over the next 30 years if the CID follows each of these plans.

Current Funding Plan – This plan is based on what the association is currently contributing to its reserve fund. This information is supplied by the board or management

Recommended Funding Plan – This is McCaffery's recommendation, if a CID follows the recommended plan they should end up well funded and near the 100% funded level.

5% Threshold Funding Plan - The threshold funding plan is a 30 year cash flow plan that calculates the minimum amount a CID should contribute so their reserve balance won't fall below 5% funded and cause the need for a special assessment. The percent funded will at some point fall into poorly funded levels but will never drop below 5%. If a CID has a funding plan that is below this threshold plan they should also plan on a future special assessment and/or a deferred maintenance. (Following this plan does carry higher risk of a special assessment if a component fails early or costs more than expected)

Executive Summary

Montage HOA

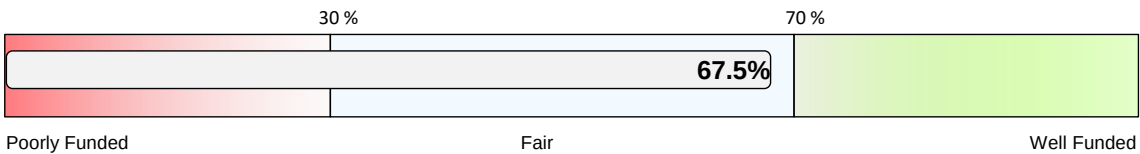
This is a Homeowners Association with 66 Condominium Units.

The common area components include: asphalt, pool, and building exterior.

This is a level III annual update, the last site inspection was performed in December 2017

Reserve Fund Balance at Fiscal Year End

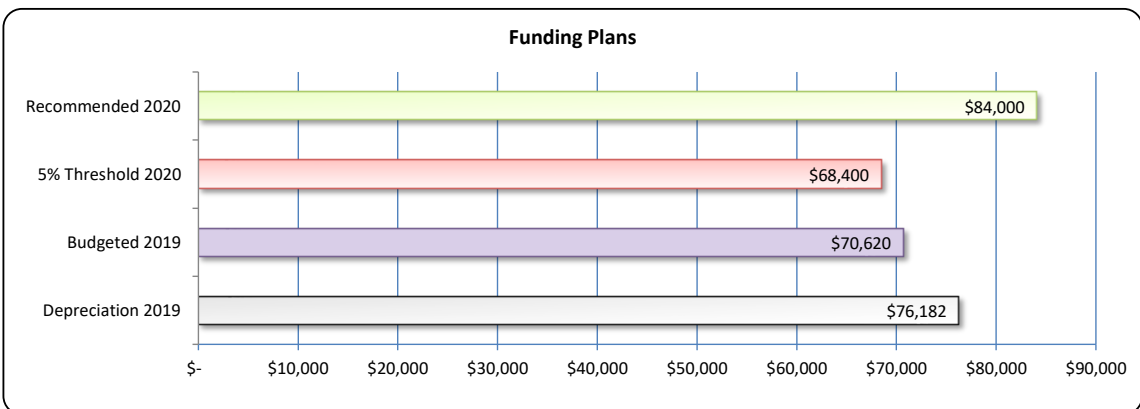
Fully Funded Reserve Balance	\$	670,922
Projected Balance February 28, 2020	\$	453,175
Under Funded (Deficiency in Reserve Funding)	\$	217,747
Deficiency in Reserve Funding Per Unit	\$	3,299.20
Percent Funded		67.5%



5 Year Percent Funded Projection	2021	2022	2023	2024	2025
	66%	66%	67%	67%	69%

Funding Plans

	Annually	Monthly	Per Unit Monthly
Depreciation of Components in 2019	\$ 76,182	\$ 6,349	\$ 96.19
Budgeted Reserve Contribution 2019	\$ 70,620	\$ 5,885	\$ 89.17
5% Threshold Reserve Contribution for 2020	\$ 68,400	\$ 5,700	\$ 86.36
Recommended Reserve Contribution for 2020	\$ 84,000	\$ 7,000	\$ 106.06



2/28/2020

Component Summary
Montage HOA

Category Component	Approx. Quantity	Unit of Measure	Useful Life	Remaining Life	Unit Cost	Total Cost	Cost Source
Roofing							
Tile Underlayment & Repairs	80580	SF	35	21	\$ 6.36	\$ 512,489	1
Gutters & Downspouts	5900	LF	25	11	\$ 7.42	\$ 43,778	1
Annual Maintenance	1	Allowance	1	0	\$ 3,369	\$ 3,369	1
						\$ 559,636	
Painting							
Building Exterior	66	Each	12	10	\$ 1,640	\$ 108,240	1
Metal Rail/Fence	3617	LF	5	3	\$ 7.00	\$ 25,319	1
Wood Fencing	1335	LF	5	3	\$ 7.00	\$ 9,345	1
						\$ 142,904	
Asphalt							
Slurry Seal & Repair	47045	SF	4	3	\$ 0.18	\$ 8,468	1
Overlay & Replace	47045	SF	25	11	\$ 1.80	\$ 84,681	1
Concrete Repairs	1	Allowance	10	0	\$ 6,000	\$ 6,000	1
						\$ 99,149	
Fencing/Rails							
Wood Fencing	1335	LF	20	6	\$ 26.50	\$ 35,378	1
Metal Fencing 6'	2092	LF	25	11	\$ 38.16	\$ 79,831	1
Metal Fencing 3.5'	1150	LF	25	11	\$ 33.92	\$ 39,008	1
Metal Rails	375	LF	30	16	\$ 33.92	\$ 12,720	1
Block Wall Repairs	1	Allowance	15	1	\$ 3,180	\$ 3,180	1
Vehicle Gates	2	Each	25	21	\$ 2,500	\$ 5,000	1
Vehicle Gate Motors	2	Each	15	11	\$ 3,000	\$ 6,000	1
Entry Intercom	1	Each	15	12	\$ 4,000	\$ 4,000	1
						\$ 185,116	
Pool & Spa Area							
Pool Resurface/Tile	1	Allowance	12	0	\$ 8,480	\$ 8,480	1
Pool Heater	1	Each	10	0	\$ 3,180	\$ 3,180	1
Pool Filter	1	Each	10	0	\$ 1,166	\$ 1,166	1
Pool Pump/Motor	1	Each	7	0	\$ 583	\$ 583	1
Spa Resurface/Tile	1	Allowance	8	0	\$ 3,400	\$ 3,400	1
Spa Heater	1	Each	10	2	\$ 3,180	\$ 3,180	1
Spa Filter	1	Each	10	0	\$ 1,166	\$ 1,166	1
Spa Pump/Motor	1	Each	7	4	\$ 583	\$ 583	1
Grill Area Upgrade	1	Allowance	10	0	\$ 7,000	\$ 7,000	1
Pool Furnishings	1	Allowance	6	0	\$ 10,000	\$ 10,000	1
Restroom Refurbish	1	Allowance	20	0	\$ 12,720	\$ 12,720	1
Pool Deck Reseal	1	Allowance	15	14	\$ 38,126	\$ 38,126	1
						\$ 89,584	
Landscaping							
Irrigation System Upgrade	1	Allowance	12	0	\$ 6,000	\$ 6,000	1
Landscape Upgrade	1	Allowance	20	6	\$ 12,720	\$ 12,720	1
Tree Trimming		Included in Operating Budget					3
						\$ 18,720	
Lighting							
Wall Mounted	1	Allowance	20	16	\$ 10,600	\$ 10,600	1
Recreation Lanterns	9	Each	20	16	\$ 400	\$ 3,600	1
Street Lights	9	Each	20	16	\$ 1,166	\$ 10,494	1
						\$ 24,694	

Category Component	Approx. Quantity	Unit of Measure	Useful Life	Remaining Life	Unit Cost	Total Cost	Cost Source
Miscellaneous							
Mailboxes	66	Each	25	11	\$ 90	\$ 5,940	1
Termite Treatment	1	Allowance	12	1	\$ 53,000	\$ 53,000	1
Tot Lot	1	Allowance	12	0	\$ 8,480	\$ 8,480	1
Tot Lot Rubber Surface	1	Allowance	6	0	\$ 3,400	\$ 3,400	1
Entry Monuments	2	Each	25	11	\$ 3,180	\$ 6,360	1
Park Furnishings	1	Allowance	15	1	\$ 3,180	\$ 3,180	1
Storm Drain Filters	7	Each	8	0	\$ 1,590	\$ 11,130	1
Garage Doors Double	44	Each	20	6	\$ 901	\$ 39,644	1
Garage Doors Single	22	Each	20	6	\$ 689	\$ 15,158	1
Balcony Resurface	1000	SF	20	6	\$ 7.42	\$ 7,420	1
Fire Extinguishers	45	Each	20	6	\$ 169.60	\$ 7,632	1
Directory Map	1	Each	25	11	\$ 2,000	\$ 2,000	1
Surveillance	1	Allowance	8	5	\$ 5,000	\$ 5,000	1
Utility Doors	46	Each	25	11	\$ 350	\$ 16,100	1
						\$ 184,444	
Contingency							
5%							1

TOTALS

\$ 1,304,247

Notes: Any other items not listed are included in operating budget.

Assessment and Reserve Funding Disclosure Summary
Montage HOA

(1) The current regular assessment per ownership interest per month is:

\$ 300.00 per month for the year ending 02/28/20

(2) Additional regular or special assessments that have already been scheduled to be imposed or charged, regardless of the purpose, if they have been approved by the board and/or members: As of 8/5/2019

Date Assessment is Due	Amount per unit	Purpose of Assessment
NA		
Total:		

(3) Based upon the most recent reserve study and other information available to the board of directors, will currently projected reserve account balances be sufficient at the end of each year to meet the association's obligation for repair and/or replacement of major components during the next 30 years?

Yes ☒

No ☐

Note: This calculation assumes the association will raise their current reserve contribution 3% per year over the next 30 years.

(4) If the answer to #3 is no, what additional assessments or other contributions to reserves would be necessary to ensure that sufficient reserve funds will be available each year during the next 30 years?

Not Applicable

Note: This calculation assumes the association will raise their current reserve contribution 3% per year over the next 30 years.

(5) All major components appropriate for reserve funding are included in the reserve study and are included in its calculations.

(6) Based on the method of calculation in paragraph (4) of subdivision (b) of Section 5570 of the civil code the estimated amount required in the reserve fund at the end of the current fiscal year is:

\$ 670,922

based in whole or in part on the last reserve study or update prepared by McCaffery Reserve Consulting as of 2/28/2020 the projected reserve fund cash balance at the end of the current fiscal year is: \$ 453,175 resulting in the reserves being 68% funded at this date.

(7) Based on the method of calculation in paragraph (4) of subdivision (b) of Section 5570 of the civil code the projected required amount in reserves, projected reserve fund cash balance and projected percent funded for each of the next 5 years is:

Year	Amt Required	Proj. Balance	% Funded
2021	\$ 676,428	\$ 446,637	66%
2022	\$ 707,666	\$ 463,647	66%
2023	\$ 804,628	\$ 540,822	67%
2024	\$ 859,556	\$ 577,605	67%
2025	\$ 968,848	\$ 663,689	69%

For more detail see attached theoretical 30 year funding plans.

Note: This calculation assumes the association will raise their reserve contribution 3% per year over the next 30 years.

NOTE: The financial representations set forth in this summary are based on the best estimates of the preparer at that time. The estimates are subject to change. At the time this summary was prepared, the assumed long-term before-tax interest rate was :
per year, and the assumed long-term inflation rate to be applied to major component repair and replacement costs was: 3.00% per year

1.50%

(b) For the purposes of preparing a summary pursuant to this section:

(1) "Estimated remaining useful life" means the time reasonably calculated to remain before a major component will require replacement.

(2) "Major component" has the meaning used in Section 5530. Components with an estimated remaining useful life of more than 30 years may be included in a study as a capital asset or disregarded from the reserve calculation, so long as the decision is revealed in the reserve study report and reported in the Assessment and Reserve Funding Disclosure Summary.

(3) The form set out in subdivision (a) shall accompany each pro forma operating budget or summary thereof that is delivered pursuant to this article. The form may be supplemented or modified to clarify the information delivered, so long as the minimum information set out in subdivision (a) is provided.

(4) For the purpose of the report and summary, the amount of reserves needed to be accumulated for a component at a given time shall be computed as the current cost of replacement or repair multiplied by the number of years the component has been in service divided by the useful life of the component. This shall not be construed to require the board to fund reserves in accordance with this calculation.

The Preparer of this form will be indemnified and held harmless against all losses, claims, action, damages, expenses or liabilities, including reasonable attorneys' fees, to which we may become subject in connection with this engagement, because of any false, misleading or incomplete information which has been provided to Preparer by others and relied upon by Preparer which may result from any improper use or reliance on this disclosure.

Montage

Rules and Regulations



MONTAGE HOMEOWNERS ASSOCIATION
VEHICLE AND PARKING RULES

1. All capitalized terms herein shall have the same meaning as defined in the Declaration.

2. Doors to garages must remain closed at all times except when allowing the ingress or egress of a vehicle to or from the garage. The bottom of a garage door may be left slightly open (a maximum of 8 inches) in order to allow air flow into the garage if necessary for short periods of time.

3. Vehicles may not be parked on any area of the Property not designed for parking purposes, may not be parked in any areas painted with a red curb, and must be parked in a direction consistent with the flow of traffic.

4. Owners are responsible for all parking violations of their tenants or guests.

5. No maintenance, repair or restoration of any vehicle shall be conducted on the Property.

6. No vehicles shall be parked, stopped or left standing, whether attended or unattended, within No Parking areas or Fire Lanes. Parking within fifteen (15) feet of any fire hydrant within the Property shall at all times be prohibited. No vehicle can remain stationary on Association streets or property for longer than 96 hours consecutively.

7. Any vehicles in violation of the Association governing documents are subject to fines and/or towing at the Owner's expense.

8. Towing: If deemed necessary and in the best interest of the community of Montage, vehicles in violation may be towed at the owner's expense, in

accordance with California Vehicle Code, section 22658 or other applicable laws.

9. All parking spaces within the Association are designated for 'Guest Parking' only. Access to the Guest Parking spaces shall be on a 'first come, first served' basis.

10. Each Condominium is assigned one Guest Parking permit, which shall be prominently displayed on the dashboard of the guest of the Owner when the guest utilizes a Guest Parking space.

11. Should an Owner misplace the Guest Parking permit which has been provided or require a replacement, the Owner must pay a fee to acquire a replacement Guest Parking permit, and the original permit shall be rendered invalid.

12. The maximum period of time which a Guest Parking permit shall be used in any one space is ninety-six (96) consecutive hours.

13. Guest Parking permits may not be rented, sold, assigned, or otherwise transferred to any person who is not a Member of the Association.

14. Any Owner selling his or her Condominium shall simultaneously turn over the Guest Parking permit provided to said Condominium to the new Owner.

15. Notwithstanding anything to the contrary herein, an Owner who rents his Condominium in accordance with the Association's Governing Documents shall be permitted to provide the Guest Parking permit to the renter of such Condominium.

16. No commercial vehicles are allowed to be parked overnight on the property.

MONTAGE HOA

USE OF POOL AREA

1. The Association does not provide lifeguard supervisor service. All pool and/or Jacuzzi use is at your own risk. Please behave safely and responsibly.
2. The pool gates and restroom doors must be closed and locked at all times.
3. NO ANIMALS are allowed within the pool area. (This is a public health ordinance and violation may result in permanent pool closing.)
4. Residents may have guests during pool hours. Residents must remain with their guests at all times, and present their POOL PASS to Security upon request.
5. NO persons under 14 years of age may use the pool or Jacuzzi unless accompanied by and under the direct supervision of a designated responsible adult (18 years of age or older) at all times while in the pool area.
6. NO DIVING, JUMPING, RUNNING OR SCREAMING in the pool area. Please be courteous of your neighbors and be aware of noise levels.
7. NO GLASS CONTAINERS, ALCOHOLIC BEVERAGES OR PERSONAL BBQ GRILLS in the pool area.
8. Bicycles, roller skates, skateboards and other non-aquatic toys are NOT permitted in the pool area. Leave the walkways clear.
9. Use of floating tubes, rafts and pool toys should not interfere with the use of the pool by others. No throwing or dropping of non-floating foreign objects such as coins, marbles, rocks, etc. into the pool or Jacuzzi. The lifesaving equipment is NOT toys.
10. Sexual activity in the pool and/or Jacuzzi is expressly prohibited.
11. Proper swimwear (swimsuit/swim trunks) must be worn in the pool or Jacuzzi –neither street clothes nor nudity allowed.
12. Toddlers not potty-trained must wear rubber pants over their diapers, swimsuits or swim diapers.
13. The Jacuzzi shall not be used as a wading or “kiddies” pool for children.
14. Absolutely NO foreign substances may be added to the pool or Jacuzzi, i.e.: shampoo, soap, bubble bath, bath oils, food coloring or any similar solids or liquids. Persons observed doing so will be assessed the cost of draining, cleaning and refilling the pool and Jacuzzi.
15. All residents are asked to clean up and remove their trash or debris to their own units' trash cans when leaving the pool area after using the BBQ or hosting a pool party.
16. Please notify **Menas Property Management at 619-276-5169 x18** to schedule a party in the pool area. See **Pool Party Rules** on a separate page.

Summer Pool Hours: 7:00am – 11:00pm – July 1, 2010 thru September 30, 2010 only

Off-season Pool Hours: 7:00am – 10:00pm

Adopted 15 March 2010

MONTAGE HOA POOL PARTY RULES

Whereas:

- The Montage HOA CC&Rs prohibit "reserving" the pool for anyone's exclusive use, therefore, during the posted pool use hours it must be available to all residents; and
- The San Diego County Health Department restricts:
 - The swimming pool to a posted maximum capacity of 39 persons, and
 - The spa to a posted maximum capacity of 6 persons; and
- The Montage HOA has limited facilities:
 - Only 39 community parking spaces requiring parking permits, and 2 handicapped parking spaces; and
 - Only 2 toilets and 1 sink in each restroom; and
 - Table seating for only 20 people; and
 - Only one BBQ; and
 - Only 3 trash cans;

The Montage HOA Board of Directors hereby adopts the following Pool Party Rules:

Definitions:

- A pool party shall consist of a maximum twenty (20) people celebrating the same event, and:
 - Using any combination of pool, spa, BBQ and umbrella tables; and/or
 - Decorating any tables, umbrellas or light posts in the pool area
- A pool party shall last a maximum of 4-hours
- Only one party shall be scheduled for any 4-hour time slot

Specific Pool Party Rules:

- Every homeowner wanting to hold a pool party will:
 - Notify Menas at least 21 days prior to the proposed party to verify the homeowner's right to use the facilities and to confirm there is not a scheduling conflict with a previously scheduled pool party.
 - Provide Menas with complete contact information to establish liability in case anyone is injured or any property damage occurs.
 - Sign the Facility Checklist as an acknowledgement of the guidelines and a contract for use of the pool area for a party.
 - Have all guests park outside the complex.
 - Abide by and enforce the "NO ALCOHOL" and "NO Glass" and "No personal BBQs" rule.
 - Follow ALL the posted pool use rules.
 - Be respectful of other residents and guests in the pool area by limiting noise, music and smoking.
 - Leave the tables and chairs clean of spills and sticky fingerprints.
 - Remove all party decorations.
 - Pack out their own trash.

Violations of Pool Party or Pool Use Rules will be subject to fines and reparations.

Homeowner: _____

Address: _____

Pool Party Date and Time: _____

Homeowner's Signature: _____

Montage

Sub-Meter Document





10095 Scripps Ranch Court, Suite A, San Diego, CA 92131
 Tel: (858) 571-8999 Toll Free (800)203-8653 Fax: (858)571-4470
www.CalSubMeter.com

California Sub-Meters contracts with the HOA to do the reading & billing for the Communities individual private water meters. The homeowner's individual water bills are similar to the HOA dues. All monies collected are reimbursed to the HOA.

PLEASE EMAIL THE FOLLOWING INFORMATION TO CALIFORNIA SUB-METERS AT
EscrowDemands@CalSubMeter.com

REQUEST FOR ESCROW DEMAND
(To be completed by Escrow Company)

HOA Name:	Click here to enter text.	
Escrow Company Name:	Click here to enter text.	
Phone #	Click here to enter text.	Fax # Click here to enter text.
Escrow Officer Name	Click here to enter text.	
Escrow Number	Click here to enter text.	APN#(Parcel Number) Click here to enter text.
Estimated Closing Date	Click here to enter text.	
Property Address:	Click here to enter text.	
Seller Name/s	Click here to enter text.	
Seller Mailing Address	Click here to enter text.	
Buyer Name/s	Click here to enter text.	
Buyer ph #/s	Click here to enter text.	Buyer/s Email Address: Click here to enter text.
Buyer/s Preferred Mailing Address	Click here to enter text.	

CSM ESCROW DEMAND
(To be completed by California Sub-Meters)

Estimated Amount Due \$ Click here to enter text.	This amount includes a Per Diem = \$ For charges from 11/12/20 to 11/25/20 and any outstanding balance on the water bill account.
Resident ID Click here to enter text.	

Demands Processor: Cinthya Hurtado
 If you are requesting an updated demand please email:

EscrowDemands@calsubmeter.com

Please make checks payable to: California Sub-Meters
10095 Scripps Ranch Ct. Ste. A, San Diego, CA 92131 Please include the **exact** close of escrow date **when**
you remit payment and please reference the **Resident ID#**. Thank You!

Montage

W9



MENAS HOA MANAGEMENT

Dear Valued Homeowners,

We are **your Management Company**. We can promise 100% efficiency if we work together so we can provide a seamless and easy method for you to get instant help with every need you have.

We believe that (1) **Homeowners** hold the same importance as the other components in our operations: (2) **Board Members**, (3) **Community Manager**, (4) **Management Support Team** and (5) **Vendors**. Each of the components is equally important in working together for MAXIMUM EFFICIENCY.

By taking less than the 2 minutes it takes to activate your **Appfolio Owner Portal**: <https://menashoa.appfolio.com/connect/> you will do your part as you will not need to depend on only your manager to help you with the many issues you will come across. Click on link below after you have Activated your portal to learn how to get the fastest service for the different needs as shown in the 2 videos below:

https://youtube.com/playlist?list=PLEwUsoUuwbJ4b1c_ZLF08BXsSOQcKwIWF&si=PQ80wWktgR5X9l1

Please use the Directory below to reach out to for all your needs should you need help:

DEPARTMENT	NAME(S)	EMAIL ADDRESS(ES)	PHONE NUMBER(S)
Homeowner Monthly Assessments	Julieanne Pierson and Team	ar@diversifiedhoa.com	(858) 876-7870
Escrow Department	Adriana Leon and Team	escrow@menas.com	Order from: www.condocerts.com
Portal Activation	Miguel Ornelas and Team	ar@diversifiedhoa.com Or TEXT 858-876-7870 for quickest help	(858) 876-7870 Call or Text
General Questions / Inquiries	Administrative Team of 9		(858) 602-3470 Live Agents
Emergency After Hours		**Submitting Online Maintenance with pictures RECOMMENDED**	(858) 876-7870 Call or Text
For maintenance inquiries, please log into your AppFolio account and submit a Maintenance Request. This is the quickest and most efficient way to serve you on maintenance related issues. You can log into your AppFolio account at https://menashoa.appfolio.com/connect/ .			

Making payments is now done for free with one click through the E-Check option. If you want to send in payments please send to our head office at the address listed below. Please note that Personal Checks or Money Orders (Bill Payments) sent directly from your Bank is discouraged as it opens up a chance for these checks to be lost. If you must send in your payment by mail do so to the address below and clearly write your address in the Memo.

C/O Diversified Association Management
(26020 Acero Suite 100, Mission Viejo CA 92691)

If you would like to receive a paper statement via mail each month, please email ar@diversifiedhoa.com but we encourage you to retrieve this information off your owner portal so that you save your community the high cost of Postage and office supplies.

Managed by Menas HOA Management
7592 Metropolitan Drive, Suite 401 San Diego CA 92108
(858) 858-3470 | www.menas.com

Login Instructions to your Owner Portal

1. How to Log Into your own secure Online Portal:

- Open the initial Activation Email that will be sent to you and click on “**Activate Now**”
- Create your OWN password and Set Up Payment – Select “**E-Check**” Option
- **✗ YOU DO NOT NEED TO INCLUDE ANY INSURANCE, VEHICLE INFORMATION.** This is just an additional feature of the software.
- Download the “**Appfolio Manager App**” as it will be helpful to check on your account and make quick requests on the go:
- Link: <https://www.appfolio.com/help/owner-portal>



2. What can I use my Owner Portal For?

- **Maintenance Requests:** Time Stamped and dealt with LIVE by our Team
- **SAFE:** No one sees your bank account other than you. Safest in the Industry.
- **NO MORE LOST CHECKS OR DATA ENTRY ERRORS:** Once payments are set up online there is NO CHANCE of banking errors.
- **ARCHITECTURAL REQUESTS:** Quick. Live. Looked at by Boards of Directors without need for paper copies or emails being sent. Built in ARC APPLICATION built into software
- **EASY TO USE:** If you know how to TEXT someone you will master this software. It's that simple.
- **COST SAVINGS:** for owners directly with unnecessary postage and indirect savings to all homeowners with lower costs of processing of manual checks and using up office supplies.

3. If I am not good with Technology can someone help me get set up?

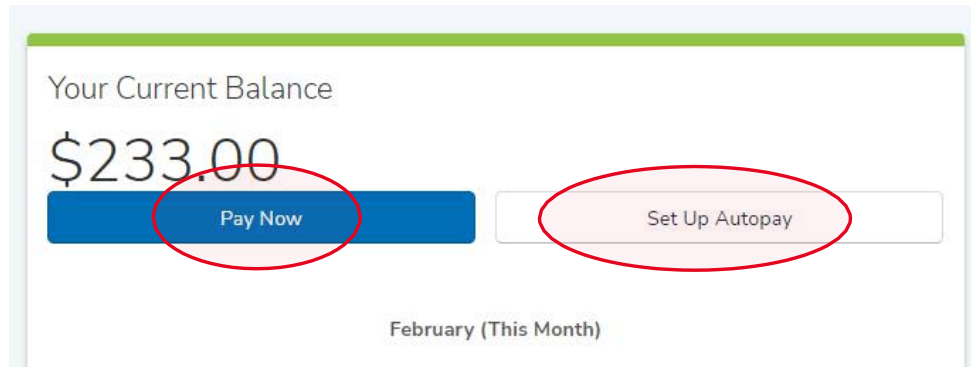
- Please text your address and email address to our live **Texting Team: 858.876.7870**. It will take 2 minutes to get set up.

4. Can I make 1-time payments or does it have to be set up on Autopay?

- Yes you can make one time payments. It is up to you how you want to set up your autopay. E-Check option is free.
- You can also opt in to receive paper statements each month by getting on our paper statement list. All you have to do is let your Community Manager know and they will have you added.

How to Set up Payments on AppFolio

- After logging into your online portal, your landing page will show the amount due for the UPCOMING month's Dues. If you have a credit, this number will be negative.



Below are the steps to setting up payments whether they are one-time payments each month or automatic payments. I encourage setting up automatic payments so that you don't have to worry about being late or forgetting your dues are due.

One Time Payments:



1. Click on "Pay Now". You will get 2 options; to pay via card or via e-check. There are processing fees associated with card payments however the processing fee is waived when using an e-check.
2. After selecting your preferred payment method, you will be asked to input your information whether that is your card number or account/routing number. Once complete, click "Continue".
3. After selecting continue you will be given an option to choose the date the payment should be made and the option pay the full balance, or to choose the amount you want to pay. Once those options are selected, you may "Make This Payment Now". **Payments made after the 16th of each month may result in a late charge.**

Choose Payment Amount and Date

One-Time Payment Autopay

Your current balance
\$130.00 Charge Details

Next bill due on
02/01/2022

When should this payment be made?
 02/15/2022

How much do you want to pay:
☒ Full Balance (\$130.00)
☐ \$

Payment Amount: \$130.00
 Transaction Fee: \$0.00

You are about to pay
\$130.00

Make This Payment Now Change Payment Method

By clicking the button "Make This Payment Now", I hereby authorize AppFolio, Inc. to initiate an electronic payment in the amount and as otherwise described above. The terms of such payment are set forth in the Terms of Service, which I hereby agree to.

Automatic Payments:

1. Click on "Set Up Autopay". You will get 2 options; to pay via card or via e-check. There are processing fees associated with card payments however the processing fee is waived when using an e-check.

Pay via Card Pay via eCheck

To provide you with simpler pricing, our fees for online payments are as follows:

Credit Card:	2.99% of the total amount per transaction (with a minimum fee of \$3.50)
Debit Card:	\$9.99 flat fee per transaction

2. After selecting your preferred payment method, you will be asked to input your information whether that is your card number or account/routing number. Once complete, click "Continue".
4. After selecting continue you will be given an option to name the payment, choose the date the payment should be made **every month** and the option pay the full balance each month, or to choose the amount you want deducted each month. Once those options are selected, you may "Create Autopay". **Please note, you can cancel automatic payments at any time. Payments made after the 15th of each month may result in a late charge.**

Choose Payment Amount and Date

One-Time Payment Autopay

Give this payment a name:

Make the first payment on:

02/16/2022

How much do you want to pay?

☒ Full Balance, every month

☐ \$

Transaction Fee \$0.00

The first two payments will be made on February 16, 2022 and March 16, 2022.

You may cancel this payment at any time. Any payments scheduled after your move out date will automatically be cancelled.

Create Autopay Change Payment Method

By clicking the button "Create Autopay", I hereby authorize AppFolio, Inc. to initiate an electronic payment in the amount and as otherwise described above. The terms of such payment are set forth in the Terms of Service, which I hereby agree to.

- Please CANCEL your current Bill Payments that you have set up through your bank as those are physical checks mailed out and are delayed more so today than in the past
- We highly recommend that you DO NOT send your checks through USPS as there have been a rising case in lost checks. Your personal checks contain vital information that should be safeguarded and if this falls in the wrong hands it can lead to major issues for you.

If, however, you still prefer to make HOA payments via check, they can be sent to the following address:

26020 Acero Ste 100
Mission Viejo CA, 92691

We look forward to helping you and making your community a wonderful place to call home.

Sincerely,

