

LEISURE TOWN HOME ASSOCIATION
Professionally Managed By:
OMNI COMMUNITY MANAGEMENT, LLC
Phone: 707-448-8042 Website: www.ltha.org

2023-2024 Annual Notice to Members

In accordance with California Civil Code, Sections §5300 and §5310, enclosed is the 2023-2024 Annual Budget Report and the Annual Policy Statement. The Board has undertaken a thorough review of the operating budget in compliance with their fiduciary responsibilities, with the goal of providing for efficient operations and for funding adequate reserves to meet long-term funding requirements for the fiscal period starting July 1, 2023, ending June 30, 2024.

Documents in this mailing are:

- **Pro Forma Operating Budget 2023-2024**
- **Payment Plan Options**
- **Payment Plan Contractual Agreement**
- **Step by Step set up for online automatic payment**
- **Charges for Documents Provided**
- **Notice of Assessment, Foreclosure and Payment Plans**
- **Members Right to Alternative Dispute Resolution & Internal Dispute Resolution**
- **Delinquent Assessment Collection Policy**
- **Architectural Guidelines and Procedures**
- **Discipline Policy with Fine Schedule**
- **Summary of Insurance Coverage**
- **Annual Reserve Summary LTHA, GH1 and GH2**
- **Owner Information and Preferences Form**
- **Notice of Age Restrictions**

ANNUAL ASSESSMENTS

2023-2024 operating assessments for **LTHA this year are \$1,089.85 which is an increase of \$9.85 for the year.** The first half of your semi-yearly assessment of \$544.93 is due on July 1, 2023, and the second half of \$544.92 is due on January 1, 2024. To avoid late charges your payment must be received by the **30th day** of the month in which it is due. **We do, however, accept automatic monthly payments if a payment plan is signed and on file in the office.**

2023-2024 operating assessments for **GH1 this year are \$818.00 which is an increase of \$61.00 a year.** The first half of your semi-yearly assessment of \$409 is due on July 1, 2023, and the second half of \$409 is due on January 1, 2024. To avoid late charges your payment must be received by the **30th day** of the month in which it is due. **We do, however, accept automatic monthly payments and a payment plan signed and on file in the office.**

2023-2024 operating assessments for **GH2 this year are \$731.00 which is no increase from the previous year.** The first half of your semi-yearly assessment of \$365.50 is due on July 1, 2023, and the second half of \$365.50 is due on January 1, 2024. To avoid late charges your payment must be received by the **30th day** of the month in which it is due. **We do, however, accept automatic monthly payments and a payment plan signed and on file in the office.**

Statements will be mailed out Annually and Semi-Annually. If you do not receive your statement by July 15th, 2023 or January 15th, 2024, please call 916-965-8964 or email Accounting at accounting@omnicommunities.com. A detachable portion of the statement should accompany the payment when mailed to the bank or your account number written on your check, as this is how the

bank identifies which account to apply the payment. **Without the proper account identification, the account cannot be identified, and therefore, cannot be credited immediately. A delay could result in a late charge. Please see the additional payment plan page enclosed for additional information.**

If circumstances should arise that you need to submit a payment and you do not have a payment statement, **for example, if you use an online banking service (which means a coupon does not accompany your check)** payments can be mailed directly to OMNI, but **please note your account number on your check when setting up online banking payments.**

Leisure Town Home Association
c/o OMNI Management Company, LLC
P.O. Box 95404
Las Vegas, NV 89193-5404

The check must clearly indicate your account number, and the legal owner's name of record, to be processed. If the bank cannot easily detect this information, your payment will be forwarded to the Association for processing. This takes additional mail time and could result in possible late charges to your account. If you need to make an overnight payment, please use the following information:

MAILING ADDRESS FOR OVERNIGHT PAYMENT OF ASSESSMENTS:

Leisure Town Home Association
9807 Fair Oaks Blvd
Fair Oaks, CA 95628

RECURRING PAYMENT PROGRAM

You may register online and enjoy the convenience of managing your payments and selecting your own withdrawal date for payment of your assessments. You can make one-time payments or set up to pay your assessment annually, semi-annually, or up to 12 times (monthly) directly with Alliance Association Bank. ***Please remember a signed payment plan MUST be submitted in advance for monthly payment plans.***

1. Go to www.omnicommunities.com.
2. Click on "Pay Online".
3. Select "Alliance Bank – Pay Online"
4. Select which payment option you would like to use. Available options are:
 - "One-time ECheck Payment" (at no cost to you).
 - "One-time Credit Card Payment" (fee applies at time of transaction).
 - Or click on "Create Account" to do recurring automatic ECheck Payments (at no cost to you).

Once you select your payment option, there will be step-by-step instructions to help assist you in processing your payment. **Please refer to the Leisure Town Home Association – Step by step set up for online automatic payment form in this packet.**

You will need this information to process your payment:

Management code: 7092

Association's code: 116

Homeowner's code: Five-digit account number (located on your statements or email us for this information)

If you are having issues with setting this up, please contact the Leisure Town office for further assistance or accounting@omnicommunities.com.

HOW TO REQUEST COMMON AREA MAINTENANCE SERVICE

Non-emergency service to Common Areas can be requested by calling the LTHA Management office directly at 707-448-8042. **If you need after-hour emergency service only, please call the manager at 925-726-7223.**

AGENT FOR SERVICE

OMNI Community Management, LLC, Rolf Crocker, CEO
9807 Fair Oaks Blvd.
Fair Oaks, CA 95628

GENERAL NOTICE POSTING LOCATION

The general notice location for the posting of agendas, meeting minutes and general notices for the Association is: 100 Sequoia Drive, Vacaville, CA 95687 the ROTUNDA BUILDING front office window and on the Association's website portal accessed through www.omnicommunities.com and/or via e-mail. Agendas for Open Board Meetings are posted **four** days prior to the meeting date. If you wish to receive communications via e-mail, please be sure to complete the enclosed Owner Information and Preferences Form and check the electronic consent box on the second page of the form. **By consenting to electronic communication, you will be saving the association funds which can be used on other community needs.**

NOTICE OF OPTION TO RECEIVE GENERAL NOTICES BY INDIVIDUAL DELIVERY

You have the option to receive general notices by individual delivery, per Civil Code Section §4040. The document shall be addressed to the recipient at the address last shown on the books of the association. The consent may be revoked, in writing, by the recipient.

SECURITY

The Association does not provide security for the community. Owners are encouraged to protect themselves & their property.

RESERVES – LEISURE TOWN

As of March 2023, your Association currently has \$709,435.88 in actual accumulated reserve funds. According to the most recent update, performed April 17, 2023, by The Browning Reserve Group, **the reserves are 37.9% funded.** The Association does not intend to defer any repairs at this time – see reserve disclosure for details. The Association does not anticipate the need for a special assessment during the 2023-2024 fiscal year. The Association funds reserves by making monthly reserve transfers from the operating account. The Association does not have any outstanding loans at this time.

RESERVES – GARDEN HOMES 1

As of March 2023, Garden Homes 1 currently has \$55,032.16 in actual accumulated reserve funds. According to the most recent update, performed April 17, 2023, by The Browning Reserve Group, **the reserves are 53.7% funded.** The Association does not intend to defer any repairs at this time – see reserve disclosure for details. The Association does not anticipate the need for a special assessment during the 2023-2024 fiscal year. The Association funds reserves by making monthly reserve transfers from the operating account. The Association does not have any outstanding loans at this time.

RESERVES – GARDEN HOMES 2

As of March 2023, your Association currently has \$100,885.14 in actual accumulated reserve funds. According to the most recent update, performed April 17, 2023, by The Browning Reserve Group, **the reserves are 65.5% funded.** The Association does not intend to defer any repairs at this time – see reserve disclosure for details. The Association does not anticipate the need for a special assessment during the 2023-2024 fiscal year. The Association funds reserves by making monthly reserve transfers from the operating account. The Association does not have any outstanding loans at this time.

BUDGET, ASSOCIATION DOCUMENTS, AND MINUTES

Members have the right to obtain copies of:

- The Association Meeting Minutes - Members may receive copies of the Association board or member meeting minutes by requesting them in writing, from the association's manager. There is a minimum copy charge for this service. Charges for documents provided:
<https://www.davis-stirling.com/HOME/Statutes/Civil-Code-5205#axzz2CR2ljirY>
- Financial Review or Audit Report - Available to all members 120 days after close of fiscal year, for Communities with revenue more than \$75,000 per year.

Sincerely,

Cindy Ihrig, CMCA, CCAM
Community Association Manager
On Behalf of the Board of Directors
LEISURE TOWN HOME ASSOCIATION

LEISURE TOWN HOME ASSOCIATION
ANNUAL BUDGET
CALENDAR YEAR JULY 1, 2023 TO JUNE 30, 2024

1153 Units

	2023-2024			Annual Assessment
	Annual Budget	Per Month	Monthly Per Homeowner	
INCOME				
LTHA ASSESSMENTS	1,256,602.00	104,716.83	90.82	\$ 1,089.85
LTHA LATE FEES	6,000.00	500.00	0.43	
TITLE TRANSFER	20,500.00	1,708.33	1.48	
CC&R FINES	5,000.00	416.67	0.36	
RECOVERY ASSESSMENT INCOME	0.00	0.00	0.00	
INTEREST INCOME	10,000.00	833.33	0.72	
COLLECTION COST	5,000.00	416.67	0.36	
RENTAL INCOME - TOWN HALL	3,000.00	250.00	0.22	
RENTAL INCOME - RV STORAGE	18,500.00	1,541.67	1.34	
RENTAL INCOME - GARDEN PLOTS	500.00	41.67	0.04	
OTHER INCOME	31,720.00	2,643.33	2.29	
PAYMENT PLAN FEE INCOME	0.00	0.00	0.00	
KEY/GATE ACCESS DEVICES	3,600.00	300.00	0.26	
RETURNED CHECK CHARGES	0.00	0.00	0.00	
COLLECTION INTEREST INCOME	0.00	0.00	0.00	
TOTAL INCOME	\$ 1,360,422.00	\$ 113,368.50	\$ 98.32	

<i>ADMINISTRATIVE</i>			
INSURANCE LIABILITY	27,600.00	2,300.00	1.99
AUDITING & TAX PREPARATION	2,200.00	183.33	0.16
INCOME TAXES	0.00	0.00	0.00
LEGAL FEES	10,000.00	833.33	0.72
RESERVE STUDY	900.00	75.00	0.07
COLLECTION & LIEN FEES	15,000.00	1,250.00	1.08
BAD DEBT EXPENSE	10,000.00	833.33	0.72
FINANCIAL SERVICES	28,000.00	2,333.33	2.02
OFFICE SUPPLIES	2,000.00	166.67	0.14
POSTAGE	8,000.00	666.67	0.58
COPIES	10,000.00	833.33	0.72
PERMITS & LICENSES	800.00	66.67	0.06
ADMINISTRATIVE OTHER	1,700.00	141.67	0.12
LIBRARY ANNUAL LEASE	2,300.00	191.67	0.17
ASSOCIATION OWNED UNIT	2,500.00	208.33	0.18
ELECTION COST	7,000.00	583.33	0.51
SOFTWARE SUBSCRIPTION	2,000.00	166.67	0.14
KEY/GATE ACCESS DEVICE	2,000.00	166.67	0.14
GATE DEVICES RV LOT	800.00	66.67	0.06
PROFESSIONAL EDUCATION	2,500.00	208.33	0.18
COMMUNITY EVENTS	6,000.00	500.00	0.43
ADMINISTRATIVE CONTINGENCIES	10,000.00	833.33	0.72
<i>REPAIRS AND MAINTENANCE</i>			
REPAIRS & MAINTENANCE	15,000.00	1,250.00	1.08
R & M FITNESS CENTER	5,000.00	416.67	0.36
REPAIR & MAINTENANCE LAWN BOWLING	5,000.00	416.67	0.36
REPAIRS & MAINTENANCE	0.00	0.00	0.00
REPAIR & MAINTENANCE BOCCE	1,000.00	83.33	0.07
REPAIRS & MAINTENANCE RV	500.00	41.67	0.04
REPAIRS & MAINTENANCE GARDEN	250.00	20.83	0.02
PREVENTATIVE MAINTENANCE - RV GATE	0.00	0.00	0.00
EQUIPMENT LEASE	6,700.00	558.33	0.48
EUIPMENT PURCHASE	10,000.00	833.33	0.72
SECURITY SERVICE/ALARM MONITORING	7,000.00	583.33	0.51
SUPPLIES & MATERIALS	4,000.00	333.33	0.29
JANITORIAL SERVICES	26,000.00	2,166.67	1.88
PEST CONTROL	1,800.00	150.00	0.13
GUTTER & WINDOW CLEANING	2,900.00	241.67	0.21
REPAIRS AND MAINTENANCE CONTINGENCIES	10,000.00	833.33	0.72
<i>LANDSCAPING</i>			
LANDSCAPE CONTRACT	117,000.00	9,750.00	8.46
LAWN BOWLING LANDSCAPE	13,600.00	1,133.33	0.98
RV LANDSCAPE	2,300.00	191.67	0.17
LANDSCAPE R & M - TOWN CENTER	17,300.00	1,441.67	1.25
LANDSCAPE R & M - LAWNBOWLING	5,000.00	416.67	0.36
LANDSCAPE R & M - GARDEN PLOTS	0.00	0.00	0.00
LANDSCAPE R & M - GREEN STRIP	42,000.00	3,500.00	3.04
LANDSCAPE PLANTS & TREES	5,000.00	416.67	0.36
LANDSCAPE ELECTRICITY	1,000.00	83.33	0.07

Leisure Town Home Association (LTHA)

LANDSCAPE WATER	107,000.00	8,916.67	7.73
LANDSCAPE WATER - GARDEN PLOT	5,000.00	416.67	0.36
LANDSCAPE WATER - GREEN STRIP	55,000.00	4,583.33	3.98
<i>POOL</i>			
POOL CONTRACT	8,000.00	666.67	0.58
POOL REPAIRS	2,000.00	166.67	0.14
POOL SUPPLIES	8,000.00	666.67	0.58
<i>UTILITY</i>			
CABLE, INTERNET, PHONE	18,000.00	1,500.00	1.30
ELECTRICITY & GAS	25,000.00	2,083.33	1.81
ELECTRICITY RV LOT	550.00	45.83	0.04
GARBAGE	4,100.00	341.67	0.30
<i>MISCELLANEOUS</i>			
<i>PAYROLL</i>			
PAYROLL ONSITE STAFF	158,000.00	13,166.67	11.42
PAYROLL TAXES	10,900.00	908.33	0.79
EMPLOYEE'S WORKERS COMP	9,000.00	750.00	0.65
GROUP HEALTH INSURANCE	6,000.00	500.00	0.43
OVERHEAD & ADMINISTRATIVE	29,000.00	2,416.67	2.10
ADDITIONAL MANAGEMENT FEES	0.00	0.00	0.00
<i>RESERVE ALLOCATION</i>			
RESERVE ALLOCATION	353,275.00	29,439.58	25.53
Misc Expenses			
ADDITIONAL RESERVE ALLOCATION	43,947.00	3,662.25	3.18
CAPITAL IMPROVEMENTS & CONTINGENCIES	68,000.00	5,666.67	4.91
COMPLIANCE UPGRADES	0.00	0.00	0.00
DUE TO/FROM GH1	0.00	0.00	0.00
DUE TO/FROM GH2	0.00	0.00	0.00
TOTAL EXPENSES	\$ 1,360,422.00	\$ 113,368.50	\$ 98.32

LEISURE TOWN HOME ASSOCIATION
GARDEN HOMES 1 ANNUAL BUDGET
CALENDAR YEAR JULY 1, 2023 TO JUNE 30, 2024

106 Units

INCOME

	2023-2024			Bi-Annual Assessment	Annual Assessment
	Approved Budget	Per Month	Monthly Per Homeowner		
GH 1 ASSESSMENT	86,708.00	7,225.67	68.17	\$ 409.00	\$ 818.00
GH 1 LATE FEES	300.00	25.00	0.24		
TOTAL INCOME	\$ 87,008.00	\$ 7,250.67	\$ 68.40		

EXPENSE

<u>ADMINISTRATIVE</u>			
BAD DEBT EXPENSE	0.00	0.00	0.00
<u>LANDSCAPE</u>			
GH1 LANDSCAPE CONTRACT	35,000.00	2,916.67	27.52
LANDSCAPE WATER	9,104.00	758.67	7.16
<u>RESERVE ALLOCATION</u>			
RESERVE ALLOCATION	21,984.00	1,832.00	17.28
DUE TO/FROM LTHA	20,920.00	1,743.33	16.45
TOTAL EXPENSES	\$ 87,008.00	\$ 7,250.67	\$ 68.40

LEISURE TOWN HOME ASSOCIATION
GARDEN HOMES 2 ANNUAL BUDGET
CALENDAR YEAR JULY 1, 2023 TO JUNE 30, 2024

113 Units

INCOME

	2023-2024			Bi-Annual Assessment	Annual Assessment
	Approved budget	Per Month	Monthly Per Homeowner		
GH 2 ASSESSMENT	82,603.00	6,883.58	60.92	\$ 365.50	\$ 731.00
GH 2 LATE FEES	37.00	3.08	0.03		
TOTAL INCOME	\$ 82,640.00	\$ 6,886.67	\$ 60.94		

EXPENSE

<i>ADMINISTRATIVE</i>			
BAD DEBT EXPENSE	0.00	0.00	0.00
<i>LANDSCAPE</i>			
GH 2 LANDSCAPE CONTRACT	35,000.00	2,916.67	25.81
LANDSCAPE ELECTRICITY	304.00	25.33	0.22
LANDSCAPE WATER	15,000.00	1,250.00	11.06
<i>RESERVE ALLOCATION</i>			
RESERVE ALLOCATION	25,536.00	2,128.00	18.83
DUE TO/FROM LTHA	6,800.00	566.67	5.01
TOTAL EXPENSES	\$ 82,640.00	\$ 6,886.67	\$ 60.94

Payment Options

LTHA, GH1, GH2

LTHA Annual Payment:

Payment is due in full by July 1, 2023 in the amount of \$1,089.85

Semi- Annual Payment for LTHA:

\$544.93 is due by July 1, 2023

\$544.93 is due by January 1, 2024

GH1 and GH2 have additional semi-yearly assessment billings with ½ of the total payment due July 1, 2023 and the 2nd half of total billing due January 1, 2024.

Monthly Assessment Payments for GH1, GH2 and LTHA:

***Twelve (12) monthly installments beginning July 1, 2023. Monthly payment plans must be approved by the office and contracts signed and on file in the office for accounts to be considered current while on a payment plan. A new payment plan must be completed each year. There is a \$25 service charge for payment plans to be arranged and \$3.50 service charge twice a year for monitoring late fees. All payments must be done through EFT or online bill pay. All payment plans in place later than July 1, 2023 must be at a monthly cost equivalent to pay the balance in full as of June 30, 2024 and will be adjusted to meet this due date.**



Home Association

Payment Plan Contractual Agreement

2023-2024

Date: ____/____/____

By signing this contract, I agree to make monthly payments to the Leisure Town Home Association for the following Annual Dues (check all that apply). I understand that there is a one-time \$25 fee for setting up a payment plan and \$3.50 fee twice a year for late fee monitoring.

- ☐ Regular LTHA Assessment - Call for updated monthly amount
- ☐ Garden Homes 1 Assessment
- ☐ Garden Homes 2 Assessment

I acknowledge that failure to make these payments on time may warrant legal action against my property including, but limited to late fees, liens, and foreclosure. These payments will be made via EFT or bill pay online unless payment plan by check is otherwise approved by the Board of Directors.

Name of Owner(s): _____

Property Address(es): _____

E-mail: _____

Phone Number: _____

Owner Signature: _____

OFFICE STAFF ONLY

Received by: _____ EFT: YES/NO Total Monthly Payment: _____

Leisure Town Home Association (116)

Step by step set up for online automatic payment

1. One-time E-Check Payment (at no cost to you).
2. One-time Credit Card Payment (fee applies at time of transaction*).
3. Recurring E-Check Payment (at no cost to you).

***3% of the amount charged if a Visa Credit Card is used or a flat fee of \$5 if he pays by Visa Debit Card every time a payment is made.**

- 1.) Go to www.omnicommunities.com
- 2.) Scroll to the middle of the screen and select "PAY ONLINE"
- 3.) Select Alliance Bank – Pay Online
Click '**Setup account**' (bottom of the page) to pay with your bank account or you can pay one-time e-check payment or credit card payment
- 4.) Fill out the Setup Account information
Once complete, you will then be sent a verification email. The email will contain a link to the login page that allows you to continue the setup of your automatic payment using the password you just created.
- 5.) Upon completing your account setup and you have logged in, please select Setup Scheduled Payments.
- 6.) Click 'Add a property' to add the subject property. Once that is complete, select "Add a Payment Method" to add your desired bank account.
- 7.) There will be three pieces of information needed to find your unit (see below) or enter your address.

Management ID: 7092

Association ID: 116

Unit account #: contact accounting@omnicommunities.com for information

(These are all ZERO's and not the letter 'O')

- 8.) Enter the amount of your assessment payment, select the frequency you want this payment debited from your account (monthly, quarterly, semi-annually or annually) and select the date you would like the payment to begin. Once completed, select Review Payment at the bottom of the screen to submit your schedule payment.

If you are having problems with the site, please contact the customer service at 844-739-2331

TRID Loan Estimate Fee Schedule for Leisure Town Home Association

The following information is provided by OMNI Community Management, LLC to assist you in completing the Loan Estimate. This form lists all available products for the Association and should not be considered a recommendation of what to obtain for your real estate/financing transaction. Identify the items you will order and enter the corresponding fees on the Loan Estimate.

Required Payments	Fee	When Paid
Regular Assessment Amount	\$1,089.85 - \$1,907.85	Other
Transfer Fee	\$300.00	At Close
Transfer Fee	\$200.00	At Close
Compliance Packages	Fee	When Paid
Bank Owned Property Bundle This package is required for properties that have been recently foreclosed upon or have a deed taken in lieu of foreclosure. Included is a statement of all fees owed by the bank and disclosure information for maintaining and marketing the property. Products included, if they pertain to the Association: Required Statement of Fees - Demand (Required Civil Code Sec. 4525) California 4528 Form Annual Budget Report (Required Civil Code Sec. 4525) CCRs (Required Civil Code Sec. 4525) Articles of Incorporation (Required Civil Code Sec. 4525) Financial Statement Review (Required Civil Code Sec. 4525) Bylaws (Required Civil Code Sec. 4525) Minutes of Regular Board Meetings (Required Civil Code Sec. 4525) Operating Rules (Required Civil Code Sec. 4525) Special Assessment (Required Civil Code Sec. 4525) Rental Restrictions (Required Civil Code Sec. 4525)	\$328.00	Up Front
Closing Statement of Fees and Association Documents (Required Civil Code Sec. 4525) All of the most current REQUIRED documents specified by CA Civil Code Section 4525 Documents BUT does NOT include regular Board Meeting Minutes. Products included, if they pertain to the Association: Required Statement of Fees - Demand (Required Civil Code Sec. 4525) California 4528 Form Annual Budget Report (Required Civil Code Sec. 4525) CCRs (Required Civil Code Sec. 4525) Articles of Incorporation (Required Civil Code Sec. 4525) Financial Statement Review (Required Civil Code Sec. 4525) Bylaws (Required Civil Code Sec. 4525) Litigation (Non Required Civil Code Sec. 4525) Operating Rules (Required Civil Code Sec. 4525) Special Assessment (Required Civil Code Sec. 4525) Rental Restrictions (Required Civil Code Sec. 4525)	\$273.00	Up Front

Closing Statement of Fees, Association Documents and Minutes (Required Civil Code Sec. 4525) All of the most current REQUIRED forms and documents REQUIRED by CA Civil Code Section 4525 PLUS Regular Board Meeting Minutes from the previous 12 months. Products included, if they pertain to the Association: Required Statement of Fees - Demand (Required Civil Code Sec. 4525) California 4528 Form Annual Budget Report (Required Civil Code Sec. 4525) CCRs (Required Civil Code Sec. 4525) Articles of Incorporation (Required Civil Code Sec. 4525) Financial Statement Review (Required Civil Code Sec. 4525) Bylaws (Required Civil Code Sec. 4525) Litigation (Non Required Civil Code Sec. 4525) Minutes of Regular Board Meetings (Required Civil Code Sec. 4525) Operating Rules (Required Civil Code Sec. 4525) Special Assessment (Required Civil Code Sec. 4525) Rental Restrictions (Required Civil Code Sec. 4525)	\$328.00	Up Front
Full Title Search and Disclosure Package Products included, if they pertain to the Association: Required Statement of Fees - Demand (Required Civil Code Sec. 4525) California 4528 Form Annual Budget Report (Required Civil Code Sec. 4525) CCRs (Required Civil Code Sec. 4525) Annual Board Meeting Minutes (Non Required Civil Code Sec. 4525) Articles of Incorporation (Required Civil Code Sec. 4525) Financial Statement Review (Required Civil Code Sec. 4525) Bylaws (Required Civil Code Sec. 4525) Design Guidelines (Non Required Civil Code Sec. 4525) Insurance Dec Page (Non Required Civil Code Sec. 4525) Reserve Study (Non Required Civil Code Sec. 4525) Operating Rules (Required Civil Code Sec. 4525)	\$338.00	At Close
Bundle & Save Association Documents (Required Civil Code Sec. 4525) All of the most current REQUIRED documents specified by California Civil Code Section 4525. NOTE: Escrow must order a Closing Statement of Fees - Demand) to insure accurate closing. Products included, if they pertain to the Association: Annual Budget Report (Required Civil Code Sec. 4525) CCRs (Required Civil Code Sec. 4525) Articles of Incorporation (Required Civil Code Sec. 4525) Financial Statement Review (Required Civil Code Sec. 4525) Bylaws (Required Civil Code Sec. 4525) Operating Rules (Required Civil Code Sec. 4525) Special Assessment (Required Civil Code Sec. 4525) Rental Restrictions (Required Civil Code Sec. 4525)	Fee \$125.00	When Paid Up Front

Association Documents plus Minutes (Required Civil Code Sec. 4525) All of the most current REQUIRED documents specified by California Civil Code Section 4525 PLUS Regular Board Meeting Minutes from the previous 12 months. NOTE: Escrow must order a Closing Statement of Fees - Demand) to insure accurate closing. Products included, if they pertain to the Association: Annual Budget Report (Required Civil Code Sec. 4525) CCRs (Required Civil Code Sec. 4525) Articles of Incorporation (Required Civil Code Sec. 4525) Financial Statement Review (Required Civil Code Sec. 4525) Bylaws (Required Civil Code Sec. 4525) Minutes of Regular Board Meetings (Required Civil Code Sec. 4525) Operating Rules (Required Civil Code Sec. 4525) Special Assessment (Required Civil Code Sec. 4525) Rental Restrictions (Required Civil Code Sec. 4525)	\$180.00	Up Front
Limited Lender Bundle Minimum documentation for underwriting the subject property. For most comprehensive package, please see Premier Lender Bundle above. Products included, if they pertain to the Association: Lender Questionnaire (FOR MORTGAGE) Annual Budget Report (Required Civil Code Sec. 4525) Insurance Dec Page (Non Required Civil Code Sec. 4525) Reserve Study (Non Required Civil Code Sec. 4525)	\$180.00	Up Front
Partial Title Search Products included, if they pertain to the Association: Required Statement of Fees - Demand (Required Civil Code Sec. 4525) California 4528 Form	\$88.00	At Close
Premier Lender Bundle EVERYTHING your underwriter needs to quickly underwrite the subject property. Products included, if they pertain to the Association: Lender Questionnaire (FOR MORTGAGE) Annual Budget Report (Required Civil Code Sec. 4525) CCRs (Required Civil Code Sec. 4525) Annual Board Meeting Minutes (Non Required Civil Code Sec. 4525) Articles of Incorporation (Required Civil Code Sec. 4525) Financial Statement Review (Required Civil Code Sec. 4525) Bylaws (Required Civil Code Sec. 4525) Insurance Dec Page (Non Required Civil Code Sec. 4525) Litigation (Non Required Civil Code Sec. 4525) Reserve Study (Non Required Civil Code Sec. 4525) Minutes of Regular Board Meetings (Required Civil Code Sec. 4525) Operating Rules (Required Civil Code Sec. 4525) Special Assessment (Required Civil Code Sec. 4525)	\$220.00	Up Front
Individual Disclosure Forms and Association Documents	Fee	When Paid
Annual Board Meeting Minutes (Non Required Civil Code Sec. 4525)	\$30.00	Up Front

Annual Budget Report (Required Civil Code Sec. 4525)	\$25.00	Up Front
Appraiser Questionnaire	\$45.00	Up Front
Articles of Incorporation (Required Civil Code Sec. 4525)	\$15.00	Up Front
Bylaws (Required Civil Code Sec. 4525)	\$20.00	Up Front
CC&Rs (Required Civil Code Sec. 4525)	\$25.00	Up Front
California 4528 Form	No Cost	No Cost
Financial Statement Review (Required Civil Code Sec. 4525)	\$30.00	Up Front
Insurance Dec Page (Non Required Civil Code Sec. 4525)	\$20.00	Up Front
Lender Questionnaire (FOR MORTGAGE)	\$165.00	Up Front
Minutes of Regular Board Meetings (Required Civil Code Sec. 4525)	\$55.00	Up Front
Newsletters (Non Required Civil Code Sec. 4525)	No Cost	No Cost
Operating Rules (Required Civil Code Sec. 4525)	\$10.00	Up Front
Refinance Demand	\$98.00	Up Front
Required Statement of Fees - Demand (Required Civil Code Sec. 4525)	\$148.00	Up Front
Reserve Study (Non Required Civil Code Sec. 4525)	\$55.00	Up Front
Additional Fees (Optional)	Fee	When Paid
CD Delivery Fee	\$30.00	Up Front
California 4528 Form 3 business days Rush Fee	No Cost	No Cost
Compliance Inspection Form (Non Required Civil Code Sec. 4525) 2 business days Rush Fee	\$75.00	Up Front
Credit Card Convenience Fee (for credit card payments only)	\$6.00	Up Front
Custom Questionnaire Fee (*Add this fee to Questionnaire Fee)	\$37.00	Up Front
Custom Questionnaire Rush Fee (*Add this fee to Questionnaire Rush Fees)	\$35.00	Up Front
Lender Questionnaire (FOR MORTGAGE) 2 business days Rush Fee	\$40.00	Up Front
Lender Questionnaire (FOR MORTGAGE) Update from 1 to 31 days	\$25.00	Up Front
Multi-Product Order 1 business days Rush Fee	\$125.00	Up Front
Multi-Product Order 3 business days Rush Fee	\$100.00	Up Front
Multi-Product Order 5 business days Rush Fee	\$85.00	Up Front
Refinance Demand Update from 1 to 14 days	No Cost	No Cost
Refinance Demand Update from 15 to 45 days	\$25.00	Up Front
Refinance Demand Update from 46 to 90 days	\$50.00	Up Front
Required Statement of Fees - Demand (Required Civil Code Sec. 4525) 1 business days Rush Fee	\$125.00	Up Front

Required Statement of Fees - Demand (Required Civil Code Sec. 4525) 3 business days Rush Fee	\$100.00	Up Front
Required Statement of Fees - Demand (Required Civil Code Sec. 4525) 5 business days Rush Fee	\$85.00	Up Front
Required Statement of Fees - Demand (Required Civil Code Sec. 4525) Update from 1 to 14 days	No Cost	No Cost
Required Statement of Fees - Demand (Required Civil Code Sec. 4525) Update from 15 to 45 days	\$25.00	Up Front
Required Statement of Fees - Demand (Required Civil Code Sec. 4525) Update from 46 to 90 days	\$50.00	Up Front
Rush Existing Order (*Add this fee to Rush Fees)	\$25.00	
Three Day Shipping Fee	\$45.00	Up Front
TRID	Fee	When Paid
TRID-List of Fees and Charges (NOT TO BE USED FOR CLOSING)	No Cost	No Cost

Loan Estimate Disclaimer: Fees vary by association and individual units and cannot be finalized until the closing of a transaction. Fees including, but not limited to, Regular Assessment Amount, Special Assessments, Transfer Fees, Capital Contributions, Move In Fees, Collection Fees, etc. may be assessed to each property and will be finalized on the Closing Disclosure. Please work with the Closing Agent to obtain these exact fee amounts.

All fees are subject to change without notice and can only be finalized at the time a transaction is prepared to close and the Closing Disclosure is completed.

Comments:

Leisure Town Home Association

Delinquent Assessment Collection Policy Statement

1. It is the fiduciary responsibility of the Board of Directors to collect all assessments for the maintenance and replacement of common area property and other association expenses in a timely fashion. Regular assessments are due, in advance, on the first (1st) day of each assessment period and delinquent if not received, in full, by the Association within thirty (30) days after the due date thereof. Special and Special Individual Assessments are due on the date specified upon imposition and each installment thereof shall be delinquent if not received by the Association within thirty (30) days after it is due. A late charge of ten (10%) percent or ten dollars (\$10.00) will be due on any such delinquent assessment.
2. At the option of the Association, interest shall be due on all such amounts, one due and unpaid for thirty (30) days, at the rate of twelve percent (12%) per annum.
3. If any portion of any assessment or late charges remains unpaid thirty days after the original due date thereof, a "Letter of Intent to file a Notice of Delinquent Assessment" (Pre-Lien) will be prepared and sent to the record owner(s). Please be advised that the Association has the right to collect all reasonable costs of collection.
4. All such amounts, and all other assessments and related charges thereafter due to the Association until all such amounts are paid, must be paid in full and the Association shall not be required to accept any partial or installment payments from the date of the institution of an action to enforce the payment of delinquent amounts to the time that all such amounts are paid in full.
5. If all such amounts have not been received, in full, within sixty (60) days after the original due date thereof, a "Notice of Delinquent Assessment" (Lien) will be prepared and recorded as to the delinquent property and the owner(s) thereof, and all resulting collection fees and costs will be added to the total delinquent amount.
6. If all such amounts have not been received, in full, within thirty (30) days after the recordation of such "Notice of Delinquent Assessment" (Lien), the Association may without further advance notice, proceed to take any and all additional enforcement remedies as the Association, in its sole discretion, deems appropriate, including, without limitation, non-judicial foreclosure, or suit for money damages, all at the expense of the property owner(s).

Leisure Town Home Association
Delinquent Assessment Collection Policy Statement

7. All payments received by the Association, regardless of the amount paid, will be directed to the oldest assessment balance first, until which time all assessment balances are paid, and then to late charges, interest and costs of collection unless otherwise specified by written agreement.
8. The Association shall charge a “returned check charge” of thirty-five (\$35.00) dollars for all checks returned as “non-negotiable”, “insufficient funds”, or any other reason.
9. All above referenced notices will be mailed to the record owner(s) at the last mailing address provided in writing to the Association by such owner(s).
10. The mailing address for overnight payment of assessments is the same as that for routine assessments payments unless otherwise noted.
11. The Board of Directors of the Association may revise this policy, either generally, or on a case-by-case basis, if it finds good cause to do so.

Adopted by the Board of Directors November 21, 2017

ASSESSMENTS, FORECLOSURE, AND PAYMENT PLANS
Adopted by the Leisure Town Board of Directors March 9, 2009

NOTICE REGARDING 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, 2006. You may wish to consult a lawyer if you dispute an assessment.

ASSESSMENTS AND FORECLOSURE

Assessments become delinquent 30 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 non-judicial foreclosure. For liens recorded on and after January 1, 2006, an association may not use judicial or non-judicial 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 non-judicial foreclosure subject to the conditions set forth in Section 5720 of the Civil Code. When using judicial or non-judicial 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. (Section 5700 of the Civil Code)

In a judicial or non-judicial foreclosure, the association may recover assessments, reasonable costs of collection, reasonable attorney's fees, late charges, and interest. The association may not use non-judicial foreclosure to collect fines or penalties, except for costs to repair common areas damaged by a member or a member's guest if the governing documents provide for this. (Sections 5700 through 5725 of the Civil Code)

The association must comply with the requirements of Section 5660 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 these requirements. Any additional costs that result from satisfying the requirements are the responsibility of the association. (Section 5685 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 the 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.

PAYMENT

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)

Pursuant to Civil Code Section 5660, an owner may dispute an assessment debt by submitting a written request for dispute resolution to the association. In addition, an association may not initiate a foreclosure without participating in alternative dispute resolution with a neutral third party, 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)

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)

NOTICE TO MEMBERS OF ALTERNATIVE DISPUTE RESOLUTION PROCESS Adopted by the Leisure Town Board of Directors March 9, 2009

As required by Civil Code Sections 5925 through 5965, the following is the required annual summary of dispute resolution procedures.

1. An Association or Owner may not file an enforcement action in Superior Court unless they have tried to submit their dispute to Alternative Dispute Resolution (ADR).
2. This requirement only applies to enforcement action that is solely for declaratory, injunctive, or writ relief in conjunction with a claim for money of less than \$5,000. It does not apply to small claims action or most disputes involving assessments.
3. Either party to the dispute may start the process by serving a Request for Resolution on the other party. The Request shall include a brief description of the dispute, a request for ADR, and notify the other party they are required to respond within 30 days, or the request will be deemed rejected.
4. A copy of Article 2, Alternative Dispute Resolution, will be served on the Owner of a separate interest.
5. If the Request is accepted, the parties will complete ADR within 90 days unless an extension is agreed upon by all parties.

6. If resolution is by mediation, the proceedings will be confidential per Evidence Code Section 1115.
7. The parties will share the cost of ADR.
8. Any applicable statute of limitation will be suspended during the above time frames
9. If court action is filed, a certificate of compliance with this article must also be filed.
10. Failure to participate in ADR may result in costs and fees being awarded to a prevailing party in a court action.

"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." (Civil Code Section 5965)

CHAPTER 10. DISPUTE RESOLUTION AND ENFORCEMENT

Article I. DISCIPLINE AND COST REIMBURSEMENT

5850. Schedule of Monetary Penalties

- (a) If an association adopts or has adopted a policy imposing any monetary penalty, including any fee, on any association member for a violation of the governing documents, including any monetary penalty relating to the activities of a guest or tenant of the member, the board shall adopt and distribute to each member, in the annual policy statement prepared pursuant to Section 5310, a schedule of the monetary penalties that may be assessed for those violations, which shall be in accordance with authorization for member discipline contained in the governing documents.
- (b) Any new or revised monetary penalty that is adopted after complying with subdivision (a) may be included in a supplement that is delivered to the members individually, pursuant to Section 4040.
- (c) A monetary penalty for a violation of the governing documents shall not exceed the monetary penalty stated in the schedule of monetary penalties or supplement that is in effect at the time of the violation.
- (d) An association shall provide a copy of the most recently distributed schedule of monetary penalties, along with any applicable supplements to that schedule, to any member on request.

5855. Hearing

- (a) When the board is to meet to consider or impose discipline upon a member, or to impose a monetary charge as a means of reimbursing the association for costs incurred by the association in the repair of damage to common area and facilities caused by a member or the member's guest or tenant, the board shall notify the member in writing, by either personal delivery or individual delivery pursuant to Section 4040, at least 10 days prior to the meeting.

- (b) The notification shall contain, at a minimum, the date, time, and place of the meeting, the nature of the alleged violation for which a member may be disciplined or the nature of the damage to the common area and facilities for which a monetary charge may be imposed, and a statement that the member has a right to attend and may address the board at the meeting. The board shall meet in executive session if requested by the member.
- (c) If the board imposes discipline on a member or imposes a monetary charge on the member for damage to the common area and facilities, the board shall provide the member a written notification of the decision, by either personal delivery or individual delivery pursuant to section 4040, within 15 days following the action.
- (d) A disciplinary action or the imposition of a monetary charge for damage to the common area shall not be effective against a member unless the board fulfills the requirements of this section.

5865. No Effect on Authority of Board

Nothing in Section 5850 or 5855 shall be construed to create, expand, or reduce the authority of the board to impose monetary penalties on a member for a violation of the governing documents.

LEISURE TOWN HOME ASSOCIATION ASSESSMENTS

A homeowner may elect to pay the annual assessment annually or semi-annually. The annual assessment is due July 1 and is delinquent July 31. Should a homeowner elect to pay semi-annually, the second payment is due January 1 and delinquent January 31.

GARDEN HOMES MAINTENANCE ASSESSMENTS

Garden Homes semi-yearly maintenance assessments are due July 1 and January 1, and delinquent August 1, and February 1, respectively.

SECONDARY ADDRESS NOTIFICATION REQUEST

Civil Code Section 4040

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 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.

SUMMARY OF INTERNAL DISPUTE RESOLUTION PROCEDURES

Civil Code Sections 5925 through 5965

Adopted by the Leisure Town Board of Directors March 9, 2009

1. The party may request the other party to meet and confer in an effort to resolve the dispute. The request shall be in writing.
2. A member of an association may refuse a request to meet and confer. The association may not refuse a request to meet and confer.
3. The association's board of directors shall designate a member of the board to meet and confer.
4. The parties shall meet promptly at a mutually convenient time and place to explain their positions to each other and confer in good faith in an effort to resolve the dispute.
5. A resolution of the dispute agreed to by the parties shall be memorialized in writing and signed by the parties, including the board designee on behalf of the association.

6. An agreement reached under this section binds the parties and is judicially enforceable if both of the following conditions are satisfied:
 - The Agreement is not in conflict with California law or the governing documents of the association.
 - The agreement is either consistent with the authority granted by the board of directors to its designee or the agreement is ratified by the board of directors.
7. A member of the association may not be charged a fee to participate in the process.

ANNUAL NOTICE REGARDING ARCHITECTURAL APPROVALS

Civil Code Section 4765

Adopted by the Leisure Town Board of Directors April 6, 2010

The governing board documents of the Leisure Town Home Association declare that Homeowners may not make any changes to the exterior of their homes without first obtaining approval by the Architectural Committee. Exterior changes include, but are not limited to, new construction and/or replacement of fences, room additions, patios and covers, and utility sheds.

The Architectural Review Process:

- The Homeowner contacts the LTHA Office.
- The Homeowner fills out the appropriate form, including a rough sketch of the change.
- The Architectural Committee reviews the form, rough sketches, CC&Rs, and applicable governing documents to determine if the proposed change meets the requirements of the governing documents. It may be necessary to review City codes.
- Committee schedules an appointment to meet with the Homeowner at the residence to review the proposed change.
- If the project meets the requirements, the Architectural Committee will recommend that the Board of Directors approve the project and sign the form.
- The Homeowner is responsible for taking the approved form to the LTHA Office for final approval of a Director.

If the project is disapproved, the Homeowner will be given an explanation in writing and information about reconsideration. If a proposed change is disapproved, the Homeowner may request that the Board of Directors reconsider the decision in an open meeting of the Board.

**FEE SCHEDULE FOR VIOLATIONS OF
LEISURE TOWN HOME ASSOCIATIONS
RULES AND REGULATIONS**

Please refer to Leisure Town Home Association Governing Documents.

1. Age restriction / care takers	\$100 per day
2. Fences / Property Alterations / Additions	
If alteration is in compliance with rules and appropriate CC&Rs, But has not been pre-approved by the Architectural Review Committee.	\$ 500 (flat fee for each violation)
If alteration is not in compliance with rules and appropriate CC&Rs.	\$ 100 per day
If alteration is brought into compliance with rules and Appropriate CC&Rs within 10 days, the association will bring Into compliance and charge the cost to the owner.	Actual cost to correct.
3. Nuisance / Safety	\$ 50 per day
4. Vehicles	\$ 50 per day
5. Pets	\$ 50 per day
6. Trash / Yard Waste	\$ 50 per day
7. Drainage	\$ 50 per day
8. Trees / Landscaping / Sidewalks	\$ 50 per day
9. Friendship Lights	\$ 10 per day
10. Access to LTHA Property (Common areas, for example cart path)	\$ 100 per occurrence plus repair costs if required.
11. Use of Property	\$ 100 per day
12. House Numbers	\$ 10 per day
16 & 17. Growing or Smoking of Marijuana	Up to \$1,000 fine plus suspension of privileges
18. Inappropriate Conduct within LTHA Common Area	Up to \$1,000 fine plus Suspension of privileges

Annual Insurance Disclosure 2022-23

In accordance with the requirements set forth under California Civil Code 5300 (b)(9), associations must provide the following insurance summary annually. This disclosure will list the insurance your association carries through our agency.

Leisure Town Home Association

Effective: November 18, 2022 to 2023

- ***Building/Property Insurance Coverage***

Insurer: Farmers Insurance Group of Companies

Policy Limits: \$6,085,000. / Deductible: \$10,000.

- ***General Liability Insurance Coverage***

Insurer: Farmers Insurance Group of Companies

Policy Limits: \$1,000,000. Occurrence / Aggregate: \$2,000,000.

- ***Crime/Employee Dishonesty/Fidelity Bond Coverage***

Insurer: Farmers Insurance Group of Companies

Policy Limits: \$800,000. / Deductible: \$5,000.

- ***Directors and Officers Coverage: \$1,000,000. / Deductible: \$1,000.***

- ***Excess Liability/Umbrella Coverage: \$10,000,000. / SIR: \$0.***

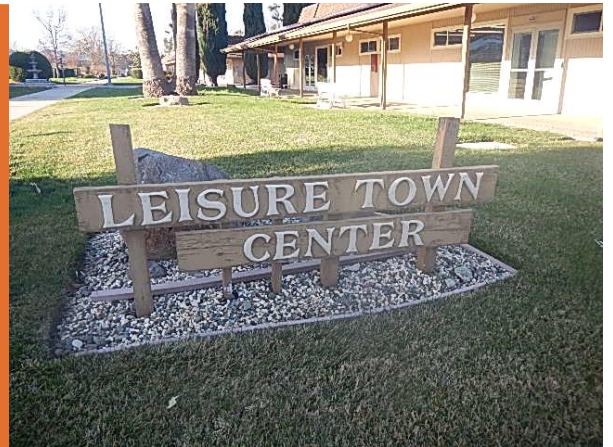
- ***Workers Compensation Coverage: \$1,000,000. / \$1,000,000. / \$1,000,000.***

- ***Flood Insurance Coverage: Clubhouse: N/A Residential: N/A***

- ***Earthquake/DIC Insurance Coverage: 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.



RESERVE STUDY

Member Distribution Materials

Leisure Town Home Association

Update w/ Site Visit Review

Final

Published - April 17, 2023

Prepared for the 2023/2024 Fiscal Year

Section	Report	Page
California:	Member Summary	1
	Assessment and Reserve Funding Disclosure Summary	3
Section III:	30 Year Reserve Funding Plan	5
	Cash Flow Method {c}	

April 17, 2023

This is a summary of the Reserve Study that has been performed for Leisure Town Home Association, (the "Association"). This study was conducted in compliance with California *Civil Code Sections 5300, 5550 and 5560* and is being provided to you, as a member of the Association, as required under these statutes. A full copy is available (through the Association) for review by members of the Association.

The intention of the Reserve Study is to forecast the Association's ability to repair or replace major components as they wear out in future years. This is done utilizing the "Cash Flow Method." This is a method of developing a reserve funding plan where the contributions to the reserve fund are designed to offset the variable annual expenditures from the reserve fund.

Browning Reserve Group, LLC prepared this Update w/ Site Visit Review for the July 1, 2023 - June 30, 2024 fiscal year.

Leisure Town Home Association is a Planned Development with a total of 1,153 Units.

The Reserve Study is not an engineering report, and no destructive testing was performed. The costs outlined in the study are for budgetary and planning purposes only, and actual bid costs would depend upon the defined scope of work at the time repairs are made. Also, any latent defects are excluded from this report.

Funding Assessment

Based on the 30 year cash flow projection, the Association's reserves appear adequately funded as the reserve fund ending balances remain positive throughout the replacement of all major components during the next 30 years.

California statute imposes no reserve funding level requirements nor does it address funding level adequacy, and although one or more of the reserve fund percentages expressed in this report may be less than one hundred percent, those percentages do not necessarily indicate that the Association's reserves are inadequately funded.

Leisure Town Home Association
California Member Summary

Final

Prepared for the 2023/2024 Fiscal Year

Reserve Component	Current Replacement Cost	Useful Life	Remaining Life	2022/2023 Fully Funded Balance	2023/2024 Fully Funded Balance	2023/2024 Line Item Contribution based on Cash Flow Method
01000 - Paving	325,551	5-25	1-8	205,494	230,863	25,402
02000 - Concrete	107,160	2-4	1-6	33,906	30,986	39,534
03000 - Painting: Exterior	62,231	5-10	1-3	39,618	52,536	13,490
03500 - Painting: Interior	44,773	10-10	1-8	28,977	34,291	5,408
04000 - Structural Repairs	219,391	1-40	1-38	55,944	70,549	17,430
05000 - Roofing	485,721	20-40	4-37	101,436	119,539	11,867
08000 - Rehab	657,595	20-30	1-28	293,175	328,598	43,862
11000 - Gate Equipment	5,570	12-12	8-8	1,857	2,379	625
12000 - Pool	318,078	7-50	0-20	228,276	242,550	19,448
13000 - Spa	16,875	6-18	1-13	9,648	11,902	2,384
14000 - Recreation	88,370	1-20	0-13	51,693	59,192	9,834
18000 - Landscaping	1,574,911	2-40	1-37	1,138,938	1,222,080	68,937
19000 - Fencing	91,512	25-30	3-24	39,899	44,361	5,540
20000 - Lighting	70,950	15-40	1-14	47,250	50,953	3,483
21000 - Signage	6,350	15-15	1-3	5,380	5,948	495
23000 - Mechanical Equipment	242,850	2-20	1-15	69,205	93,572	30,006
24000 - Furnishings	32,200	5-15	1-11	22,920	26,513	3,537
24500 - Audio / Visual	39,700	10-15	6-7	17,595	21,351	4,231
24600 - Safety / Access	33,600	5-15	1-13	7,593	10,578	3,841
25000 - Flooring	108,463	10-20	1-18	72,528	81,893	9,259
25500 - Wallcoverings	3,840	20-20	1-8	3,060	3,333	235
26000 - Outdoor Equipment	218,580	1-40	1-16	104,083	108,147	24,007
27000 - Appliances	27,100	15-20	1-6	23,737	26,066	1,966
30000 - Miscellaneous	20,100	3-20	1-16	12,597	17,566	5,242
31000 - Reserve Study	3,800	3-3	0-0	3,800	1,298	1,399
32000 - Undesignated	3,200	1-1	1-1	1,600	3,280	1,812
Totals	\$4,808,471			\$2,620,211	\$2,900,324	\$353,275
Estimated Ending Balance				\$992,814	\$906,329	\$25.53
Percent Funded				37.9%	31.2%	/Unit/month @ 1153

**California Assessment and Reserve Funding
Disclosure For the Fiscal Year Ending 2023/2024**

Final

April 17, 2023

- (1) The regular assessment per ownership interest is \$1,089.85 for the fiscal year beginning July 1, 2023.

Note: If assessments vary by the size or type of ownership interest, the assessment applicable to this ownership interest may be found on page ____ of the attached summary.

- (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:

Date assessment will be due:	Amount per ownership interest per month or year (if assessments are variable, see note immediately below):	Purpose of the assessment:
N/A	\$0.00	N/A
Total:	\$0.00	

Note: If assessments vary by the size or type of ownership interest, the assessment applicable to this ownership interest may be found on page ____ of the attached report.

- (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 ☐

This disclosure has been prepared by Browning Reserve Group, LLC and has been reviewed and approved by the association's board of directors based upon the best information available to the association at the time of its preparation. The accuracy of this information over the next 30 years will be dependent upon circumstances which are impossible to predict with specificity, and will require future action to adjust assessments over the period in accordance with the current projections and future developments.

- (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 that have not yet been approved by the board or the members

Approximate date assessment will be due:	Amount per ownership interest per month or year:
N/A	N/A

- (5) All major components are included in the reserve study and are included in its calculations. See next page §5300(b)(4), for any major component exclusions.

- (6) Based on the method of calculation in paragraph (4) of the subdivision (b) of section 5570, the estimated amount required in the reserve fund at the end of the current fiscal year is \$2,620,211, based in whole or in part on the last reserve study or update prepared by Browning Reserve Group, LLC as of April, 2023. The projected reserve fund cash balance at the end of the current fiscal year is \$992,814 resulting in reserves being 37.9% percent funded at this date. Civil code section 5570 does not require the board to fund reserves in accordance with this calculation.

An alternate and generally accepted method of calculation has been utilized to determine future reserve contribution amounts. The reserve contribution for the next fiscal year has been determined using the Cash Flow method of calculation (see section III, Reserve Fund Balance Forecast). This is a method of developing a reserve funding plan where the contributions to the reserve fund are designated to offset the variable annual expenditures from the reserve fund. Different reserve funding plans are tested against the anticipated schedule of reserve expenses until the desired funding goal is achieved.

(7) 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 each of the next five budget years is presented in column (b) 'Fully Funded Balance' in the table immediately below; and the projected reserve fund cash balance in each of those years, taking into account only assessments already approved and other known revenues, is presented in column (c) 'Reserve Ending Balance'; leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective years.

Fiscal Year (a)	Fully Funded Balance (b)	Reserve Ending Balance (c)	Percent Funded (d)
2023/24	\$2,900,324	\$906,329	31.2%
2024/25	\$2,765,107	\$960,905	34.8%
2025/26	\$2,823,082	\$1,169,562	41.4%
2026/27	\$2,986,797	\$1,182,393	39.6%
2027/28	\$2,951,837	\$1,313,509	44.5%

If the reserve funding plan approved by the association is implemented, the projected fund cash balance in each of those years will be the amounts presented in column (c) 'Reserve Ending Balance' in the table immediately above, leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective 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, 2.50% per year was the assumed long-term inflation rate, and 1.50% per year was the assumed long-term interest rate.

Additional Disclosures

§5565(d) The current deficiency in reserve funding as of June 30, 2024 is \$1,729 per ownership interest (average).

This is calculated as the current estimate of the amount of cash reserves necessary as of the end of the fiscal year for which the study is prepared, less, the amount of accumulated cash reserves actually (Projected to be) set aside to repair, replace, restore, or maintain the major components.

Deficiency =
$$\frac{2023/2024 \text{ Fully Funded Balance} - 2023/2024 \text{ Reserve Ending Balance}}{\text{Ownership Interest Quantity}}$$

§5300(b)(4) The current board of directors of the association has not deferred or determined to not undertake repairs or replacements over the next 30 years, unless noted below:

Major Component:	Justification for Deferral:
N/A	N/A

§5300(b)(5) The board of directors as of the date of the study does not anticipate the levy of a special assessment for the repair, replacement, or restoration of the major components.

30 Year Reserve Funding Plan Cash Flow Method

Final

Prepared for the 2023/2024 Fiscal Year

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Beginning Balance	646,294	992,814	906,329	960,905	1,169,562	1,182,393	1,313,509	1,177,477	1,008,260	832,212
Inflated Expenditures @ 2.5%	12,370	453,898	319,311	174,029	378,474	268,363	542,712	580,998	592,776	280,518
Reserve Contribution	346,688	353,275	359,987	366,827	373,797	380,899	388,136	395,511	403,026	410,683
<i>Units/month @ 1153</i>	25.06	25.53	26.02	26.51	27.02	27.53	28.05	28.59	29.13	29.68
<i>Percentage Increase</i>		1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest Pre Tax @ 1.50%	12,202	14,138	13,900	15,860	17,508	18,580	18,543	16,271	13,701	13,459
Ending Balance	992,814	906,329	960,905	1,169,562	1,182,393	1,313,509	1,177,477	1,008,260	832,212	975,836
	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41	2041/42
Beginning Balance	975,836	984,320	960,651	1,347,317	1,557,841	1,788,087	1,923,080	1,816,309	2,196,326	2,479,433
Inflated Expenditures @ 2.5%	424,594	464,585	65,055	253,897	245,870	352,414	603,125	127,273	238,190	360,547
Reserve Contribution	418,486	426,437	434,539	442,795	451,208	459,781	468,517	477,419	486,490	495,733
<i>Units/month @ 1153</i>	30.25	30.82	31.41	32.00	32.61	33.23	33.86	34.51	35.16	35.83
<i>Percentage Increase</i>	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest Pre Tax @ 1.50%	14,592	14,479	17,181	21,626	24,908	27,627	27,837	29,871	34,807	38,205
Ending Balance	984,320	960,651	1,347,317	1,557,841	1,788,087	1,923,080	1,816,309	2,196,326	2,479,433	2,652,824
	2042/43	2043/44	2044/45	2045/46	2046/47	2047/48	2048/49	2049/50	2050/51	2051/52
Beginning Balance	2,652,824	3,139,203	3,103,188	3,469,382	3,952,969	4,265,767	4,660,159	4,694,100	5,095,780	4,142,128
Inflated Expenditures @ 2.5%	61,891	597,235	207,263	106,162	293,035	227,053	601,237	247,486	1,609,659	91,154
Reserve Contribution	505,152	514,750	524,530	534,496	544,651	554,999	565,544	576,289	587,238	598,396
<i>Units/month @ 1153</i>	36.51	37.20	37.91	38.63	39.36	40.11	40.87	41.65	42.44	43.25
<i>Percentage Increase</i>	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%	1.9%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest Pre Tax @ 1.50%	43,117	46,469	48,927	55,253	61,182	66,446	69,635	72,878	68,769	65,936
Ending Balance	3,139,203	3,103,188	3,469,382	3,952,969	4,265,767	4,660,159	4,694,100	5,095,780	4,142,128	4,715,306



RESERVE STUDY

Member Distribution Materials

Leisure Town Home Association Garden Homes #1

Update w/ Site Visit Review

Final

Published - April 14, 2023

Prepared for the 2023/2024 Fiscal Year

Section	Report	Page
California:	Member Summary	1
	Assessment and Reserve Funding Disclosure Summary	[Civil Code §5570] 3
Section III:	30 Year Reserve Funding Plan	Cash Flow Method {c} 5

April 14, 2023

This is a summary of the Reserve Study that has been performed for Leisure Town Home Association Garden Homes #1, (the "Association"). This study was conducted in compliance with California *Civil Code Sections 5300, 5550 and 5560* and is being provided to you, as a member of the Association, as required under these statutes. A full copy is available (through the Association) for review by members of the Association.

The intention of the Reserve Study is to forecast the Association's ability to repair or replace major components as they wear out in future years. This is done utilizing the "Cash Flow Method." This is a method of developing a reserve funding plan where the contributions to the reserve fund are designed to offset the variable annual expenditures from the reserve fund.

Browning Reserve Group, LLC prepared this Update w/ Site Visit Review for the July 1, 2023 - June 30, 2024 fiscal year.

Leisure Town Home Association Garden Homes #1 is a Planned Development with a total of 106 Lots.

The Reserve Study is not an engineering report, and no destructive testing was performed. The costs outlined in the study are for budgetary and planning purposes only, and actual bid costs would depend upon the defined scope of work at the time repairs are made. Also, any latent defects are excluded from this report.

Funding Assessment

Based on the 30 year cash flow projection, the Association's reserves appear adequately funded as the reserve fund ending balances remain positive throughout the replacement of all major components during the next 30 years.

California statute imposes no reserve funding level requirements nor does it address funding level adequacy, and although one or more of the reserve fund percentages expressed in this report may be less than one hundred percent, those percentages do not necessarily indicate that the Association's reserves are inadequately funded.

Reserve Component	Current Replacement Cost	Useful Life	Remaining Life	2022/2023 Fully Funded Balance	2023/2024 Fully Funded Balance	2023/2024 Line Item Contribution based on Cash Flow Method
03000 - Painting: Exterior	176,066	10-10	7-7	52,820	72,187	17,229
18000 - Landscaping	25,840	3-12	1-7	13,997	19,865	4,688
Totals	\$201,906			\$66,816	\$92,052	\$21,917
Estimated Ending Balance				\$40,253	\$49,395	\$17.23
Percent Funded				60.2%	53.7%	/Lot/month @ 106

**California Assessment and Reserve Funding
Disclosure For the Fiscal Year Ending 2023/2024**

Final

April 14, 2023

- (1) The regular assessment per ownership interest is \$818 for the fiscal year beginning July 1, 2023.

Note: If assessments vary by the size or type of ownership interest, the assessment applicable to this ownership interest may be found on page ____ of the attached summary.

- (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:

Date assessment will be due:	Amount per ownership interest per month or year (if assessments are variable, see note immediately below):	Purpose of the assessment:
N/A	\$0.00	N/A
Total:	\$0.00	

Note: If assessments vary by the size or type of ownership interest, the assessment applicable to this ownership interest may be found on page ____ of the attached report.

- (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 ☐

This disclosure has been prepared by Browning Reserve Group, LLC and has been reviewed and approved by the association's board of directors based upon the best information available to the association at the time of its preparation. The accuracy of this information over the next 30 years will be dependent upon circumstances which are impossible to predict with specificity, and will require future action to adjust assessments over the period in accordance with the current projections and future developments.

- (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 that have not yet been approved by the board or the members

Approximate date assessment will be due:	Amount per ownership interest per month or year:
N/A	N/A

- (5) All major components are included in the reserve study and are included in its calculations. See next page §5300(b)(4), for any major component exclusions.

- (6) Based on the method of calculation in paragraph (4) of the subdivision (b) of section 5570, the estimated amount required in the reserve fund at the end of the current fiscal year is \$66,816, based in whole or in part on the last reserve study or update prepared by Browning Reserve Group, LLC as of April, 2023. The projected reserve fund cash balance at the end of the current fiscal year is \$40,253 resulting in reserves being 60.2% percent funded at this date. Civil code section 5570 does not require the board to fund reserves in accordance with this calculation.

An alternate and generally accepted method of calculation has been utilized to determine future reserve contribution amounts. The reserve contribution for the next fiscal year has been determined using the Cash Flow method of calculation (see section III, Reserve Fund Balance Forecast). This is a method of developing a reserve funding plan where the contributions to the reserve fund are designated to offset the variable annual expenditures from the reserve fund. Different reserve funding plans are tested against the anticipated schedule of reserve expenses until the desired funding goal is achieved.

(7) 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 each of the next five budget years is presented in column (b) 'Fully Funded Balance' in the table immediately below; and the projected reserve fund cash balance in each of those years, taking into account only assessments already approved and other known revenues, is presented in column (c) 'Reserve Ending Balance'; leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective years.

Fiscal Year (a)	Fully Funded Balance (b)	Reserve Ending Balance (c)	Percent Funded (d)
2023/24	\$92,052	\$49,395	53.7%
2024/25	\$104,933	\$74,876	71.4%
2025/26	\$132,314	\$103,945	78.6%
2026/27	\$160,998	\$122,745	76.2%
2027/28	\$176,416	\$160,340	90.9%

If the reserve funding plan approved by the association is implemented, the projected fund cash balance in each of those years will be the amounts presented in column (c) 'Reserve Ending Balance' in the table immediately above, leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective 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, 2.50% per year was the assumed long-term inflation rate, and 1.50% per year was the assumed long-term interest rate.

Additional Disclosures

§5565(d) The current deficiency in reserve funding as of June 30, 2024 is \$402 per ownership interest (average).

This is calculated as the current estimate of the amount of cash reserves necessary as of the end of the fiscal year for which the study is prepared, less, the amount of accumulated cash reserves actually (Projected to be) set aside to repair, replace, restore, or maintain the major components.

Deficiency =
$$\frac{2023/2024 \text{ Fully Funded Balance} - 2023/2024 \text{ Reserve Ending Balance}}{\text{Ownership Interest Quantity}}$$

§5300(b)(4) The current board of directors of the association has not deferred or determined to not undertake repairs or replacements over the next 30 years, unless noted below:

Major Component:	Justification for Deferral:
N/A	N/A

§5300(b)(5) The board of directors as of the date of the study does not anticipate the levy of a special assessment for the repair, replacement, or restoration of the major components.

30 Year Reserve Funding Plan Cash Flow Method

Final

Prepared for the 2023/2024 Fiscal Year

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Beginning Balance	20,591	40,253	49,395	74,876	103,945	122,745	160,340	203,159	10,636	39,900
Inflated Expenditures @ 2.5%	0	13,243	0	0	14,261	0	0	240,003	0	0
Reserve Contribution	19,344	21,917	24,832	28,135	31,877	36,117	40,921	46,363	29,000	29,725
<i>Lots/month @ 106</i>	15.21	17.23	19.52	22.12	25.06	28.39	32.17	36.45	22.80	23.37
<i>Percentage Increase</i>		13.3%	13.3%	13.3%	13.3%	13.3%	13.3%	13.3%	-37.5%	2.5%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest After Tax @ 1.05%	318	468	649	934	1,184	1,478	1,898	1,117	264	575
Ending Balance	40,253	49,395	74,876	103,945	122,745	160,340	203,159	10,636	39,900	70,200

	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41	2041/42
Beginning Balance	70,200	84,940	117,225	150,635	167,296	202,861	239,644	258,399	28,207	65,820
Inflated Expenditures @ 2.5%	16,539	0	0	17,810	0	0	19,180	267,905	0	41,309
Reserve Contribution	30,468	31,230	32,011	32,811	33,631	34,472	35,334	36,217	37,122	38,050
<i>Lots/month @ 106</i>	23.95	24.55	25.17	25.79	26.44	27.10	27.78	28.47	29.18	29.91
<i>Percentage Increase</i>	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest After Tax @ 1.05%	810	1,056	1,399	1,660	1,933	2,311	2,601	1,497	491	674
Ending Balance	84,940	117,225	150,635	167,296	202,861	239,644	258,399	28,207	65,820	63,235

	2042/43	2043/44	2044/45	2045/46	2046/47	2047/48	2048/49	2049/50	2050/51	2051/52
Beginning Balance	63,235	103,105	144,374	164,720	208,669	254,135	277,082	325,456	30,734	52,894
Inflated Expenditures @ 2.5%	0	0	22,243	0	0	23,953	0	342,941	25,795	0
Reserve Contribution	39,001	39,976	40,975	41,999	43,049	44,125	45,228	46,359	47,518	48,706
<i>Lots/month @ 106</i>	30.66	31.43	32.21	33.02	33.84	34.69	35.56	36.45	37.36	38.29
<i>Percentage Increase</i>	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest After Tax @ 1.05%	869	1,292	1,614	1,950	2,417	2,774	3,147	1,860	437	811
Ending Balance	103,105	144,374	164,720	208,669	254,135	277,082	325,456	30,734	52,894	102,411



RESERVE STUDY

Member Distribution Materials

Leisure Town Home Association Garden Homes #2

Update w/ Site Visit Review

Second Draft

Published - April 10, 2023

Prepared for the 2023/2024 Fiscal Year

Section	Report	Page
California:	Member Summary	1
	Assessment and Reserve Funding Disclosure Summary	[Civil Code §5570] 3
Section III:	30 Year Reserve Funding Plan	Cash Flow Method {c} 5

April 10, 2023

This is a summary of the Reserve Study that has been performed for Leisure Town Home Association Garden Homes #2, (the "Association"). This study was conducted in compliance with California *Civil Code Sections 5300, 5550 and 5560* and is being provided to you, as a member of the Association, as required under these statutes. A full copy is available (through the Association) for review by members of the Association.

The intention of the Reserve Study is to forecast the Association's ability to repair or replace major components as they wear out in future years. This is done utilizing the "Cash Flow Method." This is a method of developing a reserve funding plan where the contributions to the reserve fund are designed to offset the variable annual expenditures from the reserve fund.

Browning Reserve Group, LLC prepared this Update w/ Site Visit Review for the July 1, 2023 - June 30, 2024 fiscal year.

Leisure Town Home Association Garden Homes #2 is a Planned Development with a total of 113 Lots.

The Reserve Study is not an engineering report, and no destructive testing was performed. The costs outlined in the study are for budgetary and planning purposes only, and actual bid costs would depend upon the defined scope of work at the time repairs are made. Also, any latent defects are excluded from this report.

Funding Assessment

Based on the 30 year cash flow projection, the Association's reserves appear adequately funded as the reserve fund ending balances remain positive throughout the replacement of all major components during the next 30 years.

California statute imposes no reserve funding level requirements nor does it address funding level adequacy, and although one or more of the reserve fund percentages expressed in this report may be less than one hundred percent, those percentages do not necessarily indicate that the Association's reserves are inadequately funded.

<i>Reserve Component</i>	<i>Current Replacement Cost</i>	<i>Useful Life</i>	<i>Remaining Life</i>	<i>2022/2023 Fully Funded Balance</i>	<i>2023/2024 Fully Funded Balance</i>	<i>2023/2024 Line Item Contribution based on Cash Flow Method</i>
03000 - Painting: Exterior	178,540	10-10	7-7	53,562	73,201	17,040
18000 - Landscaping	33,532	5-12	1-1	28,782	34,370	3,910
29000 - Infrastructure	2,500	15-15	1-1	2,333	2,563	137
Totals	\$214,572			\$84,677	\$110,134	\$21,087
Estimated Ending Balance				\$86,791	\$72,129	\$15.55
Percent Funded				102.5%	65.5%	/Lot/month @ 113

**California Assessment and Reserve Funding
Disclosure For the Fiscal Year Ending 2023/2024**

Second Draft

April 10, 2023

- (1) The regular assessment per ownership interest is \$731 for the fiscal year beginning July 1, 2023.

Note: If assessments vary by the size or type of ownership interest, the assessment applicable to this ownership interest may be found on page ____ of the attached summary.

- (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:

Date assessment will be due:	Amount per ownership interest per month or year (if assessments are variable, see note immediately below):	Purpose of the assessment:
N/A	\$0.00	N/A
Total:	\$0.00	

Note: If assessments vary by the size or type of ownership interest, the assessment applicable to this ownership interest may be found on page ____ of the attached report.

- (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 ☐

This disclosure has been prepared by Browning Reserve Group, LLC and has been reviewed and approved by the association's board of directors based upon the best information available to the association at the time of its preparation. The accuracy of this information over the next 30 years will be dependent upon circumstances which are impossible to predict with specificity, and will require future action to adjust assessments over the period in accordance with the current projections and future developments.

- (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 that have not yet been approved by the board or the members

Approximate date assessment will be due:	Amount per ownership interest per month or year:
N/A	N/A

- (5) All major components are included in the reserve study and are included in its calculations. See next page §5300(b)(4), for any major component exclusions.

- (6) Based on the method of calculation in paragraph (4) of the subdivision (b) of section 5570, the estimated amount required in the reserve fund at the end of the current fiscal year is \$84,677, based in whole or in part on the last reserve study or update prepared by Browning Reserve Group, LLC as of April, 2023. The projected reserve fund cash balance at the end of the current fiscal year is \$86,791 resulting in reserves being 102% percent funded at this date. Civil code section 5570 does not require the board to fund reserves in accordance with this calculation.

An alternate and generally accepted method of calculation has been utilized to determine future reserve contribution amounts. The reserve contribution for the next fiscal year has been determined using the Cash Flow method of calculation (see section III, Reserve Fund Balance Forecast). This is a method of developing a reserve funding plan where the contributions to the reserve fund are designated to offset the variable annual expenditures from the reserve fund. Different reserve funding plans are tested against the anticipated schedule of reserve expenses until the desired funding goal is achieved.

(7) 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 each of the next five budget years is presented in column (b) 'Fully Funded Balance' in the table immediately below; and the projected reserve fund cash balance in each of those years, taking into account only assessments already approved and other known revenues, is presented in column (c) 'Reserve Ending Balance'; leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective years.

Fiscal Year (a)	Fully Funded Balance (b)	Reserve Ending Balance (c)	Percent Funded (d)
2023/24	\$110,134	\$72,129	65.5%
2024/25	\$98,955	\$95,837	96.8%
2025/26	\$125,951	\$121,372	96.4%
2026/27	\$154,235	\$148,856	96.5%
2027/28	\$183,854	\$178,422	97.0%

If the reserve funding plan approved by the association is implemented, the projected fund cash balance in each of those years will be the amounts presented in column (c) 'Reserve Ending Balance' in the table immediately above, leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective 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, 2.50% per year was the assumed long-term inflation rate, and 1.50% per year was the assumed long-term interest rate.

Additional Disclosures

§5565(d) The current deficiency in reserve funding as of June 30, 2024 is \$336 per ownership interest (average).

This is calculated as the current estimate of the amount of cash reserves necessary as of the end of the fiscal year for which the study is prepared, less, the amount of accumulated cash reserves actually (Projected to be) set aside to repair, replace, restore, or maintain the major components.

Deficiency =
$$\frac{2023/2024 \text{ Fully Funded Balance} - 2023/2024 \text{ Reserve Ending Balance}}{\text{Ownership Interest Quantity}}$$

§5300(b)(4) The current board of directors of the association has not deferred or determined to not undertake repairs or replacements over the next 30 years, unless noted below:

Major Component:	Justification for Deferral:
N/A	N/A

§5300(b)(5) The board of directors as of the date of the study does not anticipate the levy of a special assessment for the repair, replacement, or restoration of the major components.

30 Year Reserve Funding Plan Cash Flow Method

Second Draft

Prepared for the 2023/2024 Fiscal Year

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32
Beginning Balance	65,855	86,791	72,129	95,837	121,372	148,856	178,422	190,618	10,658	40,035
Inflated Expenditures @ 2.5%	0	36,933	0	0	0	0	19,443	212,228	0	0
Reserve Contribution	19,800	21,087	22,458	23,918	25,473	27,129	28,892	30,770	29,000	29,725
<i>Lots/month @ 113</i>	14.60	15.55	16.56	17.64	18.79	20.01	21.31	22.69	21.39	21.92
<i>Percentage Increase</i>		6.5%	6.5%	6.5%	6.5%	6.5%	6.5%	6.5%	-5.8%	2.5%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest Pre Tax @ 1.50%	1,136	1,183	1,250	1,617	2,012	2,436	2,747	1,498	377	823
Ending Balance	86,791	72,129	95,837	121,372	148,856	178,422	190,618	10,658	40,035	70,584

	2032/33	2033/34	2034/35	2035/36	2036/37	2037/38	2038/39	2039/40	2040/41	2041/42
Beginning Balance	70,584	102,339	113,175	147,124	159,102	195,372	233,033	243,313	9,744	47,290
Inflated Expenditures @ 2.5%	0	21,998	0	23,112	0	0	28,600	271,670	0	0
Reserve Contribution	30,468	31,230	32,011	32,811	33,631	34,472	35,334	36,217	37,122	38,050
<i>Lots/month @ 113</i>	22.47	23.03	23.61	24.20	24.80	25.42	26.06	26.71	27.38	28.06
<i>Percentage Increase</i>	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest Pre Tax @ 1.50%	1,287	1,604	1,938	2,280	2,639	3,189	3,546	1,884	425	995
Ending Balance	102,339	113,175	147,124	159,102	195,372	233,033	243,313	9,744	47,290	86,335

	2042/43	2043/44	2044/45	2045/46	2046/47	2047/48	2048/49	2049/50	2050/51	2051/52
Beginning Balance	86,335	126,923	140,732	184,125	229,201	276,011	293,291	311,158	12,164	60,221
Inflated Expenditures @ 2.5%	0	28,160	0	0	0	31,083	31,860	347,760	0	0
Reserve Contribution	39,001	39,976	40,975	41,999	43,049	44,125	45,228	46,359	47,518	48,706
<i>Lots/month @ 113</i>	28.76	29.48	30.22	30.97	31.75	32.54	33.35	34.19	35.04	35.92
<i>Percentage Increase</i>	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Special Assessments / Other	0	0	0	0	0	0	0	0	0	0
Interest Pre Tax @ 1.50%	1,588	1,992	2,418	3,077	3,761	4,238	4,500	2,407	539	1,269
Ending Balance	126,923	140,732	184,125	229,201	276,011	293,291	311,158	12,164	60,221	110,195

Leisure Town Home Association - 116

Required *

Owner Information & Preferences Form

Form must be submitted to OMNI within 7 days of occupancy. May be sent to OMNI via:

Mail

9807 Fair Oaks Blvd, Fair Oaks, California 95628

Fax

(916) 965-0325

Email

custserv@omnicommunities.com

Pursuant to California Civil Code §4041 requires each homeowner to provide the Association with the following information on an annual basis.

Owner Information:

*Date: _____

*Name: _____ Phone Number (Home): _____

*Unit Address: _____ Phone Number (Cell): _____

Mailing Address: _____ Email Address: _____

Alternate or Secondary address to which notices from the Association are to be delivered:

The name and address of your legal representative, if any, including any person with power of attorney, or other person to be contacted in the event of your extended absence: _____

*** Emergency Contact: _____

Tenant Information

1. Name: _____ Email Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

2. Name: _____ Email Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

3. Name: _____ Email Address: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Property Management (If Applicable):

Company Name: _____ Contact/Agent: _____

Mailing Address: _____

Email Address: _____ Phone Number: _____

Make your selections for Electronic Notice and Records Authorization on page 2

Electronic Notice and Records Authorization

Pursuant to California Civil Code §5220, Owners are permitted to request a membership list from Management, which will include your mailing address and email address.

☐ I would like to opt out of having my information appear on a membership list.

Pursuant to California Civil Code §4040, Homeowners Associations are required to provide disclosure documentation to its membership. Individual homeowners have the authority to request disclosure documentation be delivered via email in lieu of traditional mailing providers.

☐ I would like all required distribution documentation to be delivered via email to the address listed above.

Should your email address change, and/or be deactivated the obligation falls to you to inform Management of the change. You may also request to revert back to traditional mailing. Failure to contact Management regarding change in email address could result in lack of contact from the Association. Please note, delinquency notices and compliance notices will continue to be delivered by first class mail, per the Association's policies.

You have the right to withdraw your consent at any time after agreeing to this authorization. To do so, please provide the Association with written notice (email notice is acceptable) that you are withdrawing consent relative to electronic transmission.

List All Pets:

Type of Animal	Breed	Description (color, size, distinctive markings)

Vehicle Information:

Make	Model	Year	Color	State	License Plate Number

Please contact OMNI should you have any questions or additional information to provide.



9807 Fair Oaks Boulevard, Fair Oaks, CA 95628 • Phone (916) 965-8964 • Fax (916) 965-0325