

**Providence Point Master HOA
Resale Certificate**

WA Resale Disclosure Certificate

PROVIDENCE POINT UMBRELLA (581)



HOAMCO®

Property Information:

#208, 3935 226th Place SE #208
Issaquah, Washington 98029
Seller: Stephen Couey
Buyer: n/a n/a

Requestor:

Lori Collins -
l.collins@solutionspartnersnorthwest.com

File/Escrow Number: n/a
Est. Closing Date: 2/20/2025

This Resale Certificate has been prepared in accordance with the requirements of RCW 64.34.425 (Section 4-107 of the Washington Condominium Act) and RCW 64.90.640 (Section 409 of the Washington Uniform Common Interest Ownership Act) on the Association by the undersigned authorized agent or officer of the Association (the "Preparer"). The information stated herein is based on the books and records of the Association and the actual knowledge of the Preparer. Neither the Association nor the Preparer guarantee the accuracy of the information contained herein. The information contained herein is as of the date of execution stated above (the "Date Prepared") and neither the Association nor the Preparer assume any obligation to supplement or update the information contained herein should any change in circumstances thereafter occur or be brought to the attention of the Association or the Preparer.

Please review the Seller and Buyer's responsibilities relative to the RCW 64.90.645 (Section 409 of the Washington Uniform Common Interest Ownership Act) and RCW 64.34.425 (Section 4-107 of the Washington Condominium Act). New Buyer is obligated to read and review ALL documents pertaining to the Association. This includes ALL attachments. It is the buyer's responsibility to understand the governing documents as well as the Fees and Fines, Move in and Out Fees, Reserve Study, Budget, New Carbon Monoxide Detector Law, Reserve and Budget Disclaimer and all rental/leasing restrictions.

General Information

Right of first refusal/restraints on alienation:

If there are any rights of first refusal/restraints on alienation they will be found in the Declaration.

The regular assessment is:

Payments are due on the 1st of each month in the amount of \$1,019.18 (\$600.59 for the Umbrella and \$418.59 for the Village).

Past due assessments against the unit are:

A late fee of \$75.00 is charged to the homeowner on the village ledger and \$15.00 is reimbursed to the Umbrella Association. The umbrella and village assessments are charged each month to the village ledger and the village reimburses the Umbrella the monthly income that has been collected for the Umbrella portion of the assessments.

There are unpaid special assessments against the unit: N/A

In addition to the monthly and special assessments in 2b & c above, the following is past due and unpaid: N/A

Total owing at closing: 2 Months Prepaid collected on Washington Village statement and Capital Contribution collected on Washington Village statement. Move In Fee \$500.00 paid to Providence Point Umbrella Association. \$100.00 Orientation Fee (Refundable) paid to Providence Point Umbrella Association. \$120.00 Transfer Fee payable to HOAMCO.

Delinquent assessments receivable: As of 02/19/2025, there are monthly assessments and/or special assessments owed by all units in the entire HOA that are past due over 30 days totaling \$125,289.06 (\$45,524.50 in assessments and \$79,764.56 is special assessments)

Delinquent association obligation: If there are any bills or other obligations of the Association which are past due over 30 days they are listed below.

Fees and fines: 2 Months Dues paid to Washington Village and Capital Contribution Fee - 12 Months Village Assessments paid to Washington Village.

Anticipated repairs and/or replacements: If there are any repairs/or replacements approved by the Board of Directors they are as follows: Alteration & Maintenance Agreements have been placed under documents. Please be sure to print the Alteration & Maintenance Agreements.

The following repairs and/or replacements have been approved by the Board of Directors: Major maintenance on driveways, sidewalks, asphalt, landscape renovations and town hall elevator.

The Association has the following cash reserves for repairs and/or replacements: As of 02/19/2025 - \$826,276.16

Judgements and suits: If there are any unsatisfied judgments against the Association they are listed below:

Pending suits: If there are any pending suits against the Association they are listed below:

Alterations or improvements to the unit which violate the declaration:

If there are any improvements to the unit that violate the Declaration they are listed below:

Number of units in the Association
and number owned by
Declarant/Developer:

1008 units, 0 are owned by the developer

Declarant/Developer has transferred
control of the Association to the unit
owners on:

February 22, 1991

List number of principal residences,
second or recreational homes, rental
units, and owned by developer:

Of the total number of units in the HOA, Association
records show that 961 live onsite and 47 live offsite.

Does any one person or entity own
more than 10% of the total units in
the Association? If yes, the owner
names and number of units they own
are:

None

Code violations:

There are no parts of the Association that violate health
or building codes.

The title of the unit is held in:

Fee Simple

The following leasehold estate
affecting the Association is:

None

State any restrictions in the
declaration affecting the amount
that may be received by a unit
owner upon sale, if any:

None

Describe any pending sale or
encumbrance of common elements, if
any:

None

Disclose the effect on the unit to be
conveyed of any restrictions on the
owner's right to use or occupy the
unit or to lease the unit to another
person, if any:

None

If any, provide age-related occupancy restrictions affecting the common interest community:

Occupants must be 55 years of age or older.

The insurance agent for the Association's master policy is:

The Partners Group Ltd
Phone: 425-455-5640
Fax: 425-455-6727
Email: condos@tpgrp.com

Describe any insurance coverage the Association provides for the benefit of unit owners:

Contact insurance agent

Is the Association covered by a qualified warranty:

Contact insurance agent

Are the common elements covered by a qualified warrant:

Contact insurance agent

The following claims have been made under the warranty. Included is the type of claim, resolution of the claim, type of repair performed, date of repair, cost of repair and name of the person or entity who performed the repair:

None

Exhibits. The following exhibits must be attached:

- A. HOA Declaration, and any amendments thereto, showing recording numbers.
- B. HOA Bylaws, and any amendments thereto.
- C. HOA Rules and Regulations, and any amendments thereto.
- D. Annual HOA Financial statement, (including balance sheet and revenue and expense statement) for the year preceding the current year.
- E. Current HOA financial statement (including balance sheet and revenue and expense statement) current with the past 120 days.
- F. Current HOA Operating Budget

Association Number:

581

Account Number:

1581 091301UP1 zz

WA Resale Disclosure Certificate

PROVIDENCE POINT UMBRELLA (581)



HOAMCO®

Comments

THE ASSOCIATION AND MANAGING AGENT EXPRESSLY DISCLAIM ANY AND ALL LIABILITY FOR ANY AND ALL LOSSES, DAMAGES, OR CAUSES OF ACTION INCURRED BY ANY BUYER, WHETHER DIRECT, INDIRECT, CONSEQUENTIAL OR INCIDENTAL ARISING OUT OF OR RELATING TO RELIANCE ON THE RESALE CERTIFICATE. BUYER IS INSTRUCTED TO SEEK INDEPENDENT LEGAL, FINANCIAL AND/OR OTHER PROFESSIONAL COUNSEL WITH ANY QUESTIONS OR CONCERNS, AT BUYERS EXPENSE.

There are additional dues owed for this unit that are payable to the Master Umbrella Association. Please refer to the Umbrella resale certificate for the full amount.

Occupants must be 55 years of age or older.

The following professional management company manages the Association:

HOAMCO

3205 Lakeside Village

Prescott, AZ 86301

WA Resale Disclosure Certificate

PROVIDENCE POINT UMBRELLA (581)

STATUTORY NOTES: RCW 64.34.425 and RCW 64.90.645(Section 409) require every Association, within ten days after a request by a unit owner, to furnish a certificate containing the information provided above, together with any other information reasonably requested by mortgagees of prospective purchasers of units. Information requested generally by FNMA, FHLMC, GNMA, the VA and HUD is deemed reasonable, provided such information is reasonably available to the Association.

The selling unit owner is also required by RCW 64.34.425 and RCW 64.90.645(Section 409) to sign this Certificate, but is not liable to the Buyer for any erroneous information provided by the Association and included in the Certificate unless and to the extent the Unit Owner had actual knowledge of that erroneous information.

A Buyer is not liable for any unpaid assessment or fee against the Unit as of the Effective Date of this Certificate greater than the amount set forth in the Certificate unless and to the extent the Buyer had actual knowledge that a greater amount was due. Buyer is cautioned to contact the Association at the address below prior to closing of the sale for updated pay-off amounts to avoid liability for amounts assessed against the Unit after the Effective Date of this Certificate.

A unit owner is not liable to a Buyer for the failure or delay of the Association to provide a Resale Certificate in a timely manner, but the Buyer's contract is voidable by the Buyer until the Certificate has been provided and for five days thereafter or until conveyance, whichever occurs first.

I certify under penalty of perjury under the laws of the State of Washington that I am an owner of the Unit and that, to the best of my knowledge and belief, the foregoing is true and correct.

Dated this 19 day of February, 2025 at Authentisign Washington
Unit Owner Signature Stephen J Couey 02/19/25 Sheila k Couey 02/19/25

Note: Buyer understands that the real estate agent(s), if any, has not researched this information and is not qualified to advise on or interpret it. Buyer should seek independent legal, financial and/ or other professional counsel with any questions or concerns.

I acknowledge receipt of the above Resale Certificate, including each of the exhibits listed.

Date: _____ Buyer Signature _____

Date: _____ Buyer Signature _____

I certify under penalty of perjury under the laws of the State of Washington that I am the Managing Agent of the Association, that I am authorized to make this Certificate on behalf of the Association, and that, to the best of my knowledge and belief, the foregoing is true and correct.

The information above was obtained by the following representative of the project's Homeowners Association.

NAME: Line Riffel - PHONE: 928-776-4479
TITLE: DATE: 2/19/2025

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

AGE RESTRICTION, CAREGIVERS, AND GUEST POLICY

AUTHORITY:

- A. Article 7, Authority of the Umbrella Board, Section 7.2 Adoption of Rules and Regulations of the Umbrella Declaration provides in applicable part that, "The Umbrella Board... is empowered to adopt, amend, and revoke... detailed administrative rules and regulations necessary or convenient... to promote the comfortable use and enjoyment of the Entire Property by Owners,;" and
- B. Article 7.10, Section 7.10.1, Authority to Set Policy in Connection with Age Restriction of the Umbrella Declaration provides in applicable part that, "All residents of each Unit shall be 55 years of age or older, except for those provided Limited Waivers under Section 7.10.2"... and
- C. Article 7.10, Section 7.10.3, Age Restriction Policies, Rules and Regulations of the Umbrella Declaration provides in applicable part that, "The Umbrella Board may adopt policies, rules, or regulations it deems necessary to administer and enforce this age restriction, including, but not limited to, procedures for age verification, resident status notification, and caregivers..."

PURPOSE:

Providence Point desires to maintain its status and reputation as a 55+ community. The age restriction is intended for the mutual benefit of all unit owners and is not intended nor shall it be used to discriminate against any person on the basis of race, color, creed, national origin, disability, or gender. The Umbrella Board deems it necessary to establish policies, rules and regulations concerning the administration and enforcement of the age restriction, caregivers and the length of time a guest may reside in Providence Point.

RESOLUTION:

1. Age Restriction. In addition to the specific authorization pursuant to the Fair Housing Act, the Housing for Older Persons Act, and Section 7.10 of the Declaration for the Providence Point Umbrella Association, residents of each Unit shall be at least 55 years of age, except for those provided Limited Waivers under Section 7.10.2.
2. Limited Waivers to Age Restriction. In its sole discretion, the Umbrella Board or its designee may, upon application from a unit owner or purchaser of a unit, grant limited waivers to the age restriction referred to in Section 7.10.2 on a case by case basis provided that the waiver:
 - (a) does not jeopardize the community's status as a 55 or older senior housing community; or
 - (b) is for the purpose of caregivers providing services to residents.

3. Guidelines for age waiver decisions. Acting as Umbrella Board designee, the Operations Manager may approve or deny age waiver applications using the guidelines in this section. For purposes of this section "Qualified Resident" means a person fifty-five (55) years of age or older. "Occupy" or "Occupies" means staying overnight in a particular residence for at least 60 days in a calendar year.
- (a) No families with children under 55 years of age will be approved for an age waiver, except as allowed in subsection (b).
- (b) A disabled child under 55 years of age living with at least one adult who is a Qualified Resident will be approved with these conditions:—
- (i) If the Qualified Resident dies or no longer lives in the unit, the remaining underage adult must apply for a new waiver if he/she continues to occupy the unit.
- (ii) A written plan for care of the disabled child must be in place in the event the child is left without a Qualifying Resident in the unit; the plan must be provided to the Property Management Office on behalf of the Providence Point Umbrella Association.
- (c) A person 50 to 54 years of age living with a Qualified Resident may be approved for an age waiver. If the Qualified Resident dies or no longer occupies the unit and the remaining underage person continues to occupy the unit, he/she must apply for a new waiver.
- (d) A single person 50 to 54 years of age may be approved for an age waiver provided that such approval would not jeopardize the community's status as a 55+ community under the Housing for Older Persons Act.
- (e) A person with extenuating circumstances not covered by these guidelines may be considered for approval of an age waiver on a case by case basis. If the Operations Manager recommends approval, the case must be brought to the Umbrella Board for review and approval or denial.
- (f) Caregivers will be approved in accordance with section 11 of this Policy.
4. If an applicant's age waiver is denied, the applicant may request reconsideration of the waiver to be reviewed by the Umbrella Board.
5. Mandatory Compliance with Age Restriction. All Unit Owners and all residents of Units are required to comply with the age restriction contained in the Umbrella Declaration and all policies, rules and regulations adopted by the Umbrella Board related to Section 7.10. Owners who are out of compliance with the provisions of this policy may be subject to Umbrella Board Policy Resolution No. 24, Fine and Enforcement.
6. Age Verification. The Property Management Office maintains and updates records of all residents. The Property Management Office will provide to the escrow company prior to closing of the sale of a unit a document that is to be signed by prospective new Unit Owner(s) verifying that the resident(s) who will occupy the unit meet(s) the age restriction requirements of Section 7.10 (See Exhibit A). The escrow agent will submit a copy of the signed verification document to Property Management. In instances where the acknowledgment is not received, Property Management shall contact the escrow agent to obtain the acknowledgment

Verification of each resident's age will be confirmed during the "new resident orientation" by observing and recording in the unit file, the date of birth from a birth certificate,

driver's license, passport, or such other official document containing the resident's date of birth.

The Property Management Office shall keep a record of all age waivers requests and decisions and all caregiver Limited Waivers with date for renewal. The record shall indicate the total percentage of occupied units occupied by an individual of 55 years of age or older at the time of each age waiver request.

7. Enforcement of Age Restriction. Any person occupying a unit who does not meet the age restriction requirements and has not applied for or received an age waiver, shall be notified in writing that he/she will be denied access to the community and its amenities. After notification if the underage person continues to occupy the unit without an age waiver, the Operations Manager will deactivate any access codes, deactivate any smart cards, and instruct Safety Services to deny access until the occupant becomes in compliance with the age restriction requirements.
8. Change of Occupancy. In the event of a change in occupancy related, but not limited to, transfer of title, lease or sublease of a unit, birth or death, change in marital status, or otherwise, the unit owner shall provide the Operations Manager with current resident status and age verification documentation within 30 days.
9. Unit Rental or Leasing. Owners are solely responsible to:
 - (a) disclose to every occupant of the unit that the unit is within a 55 or older senior housing community;
 - (b) include in any rental agreement, lease or other contract related to occupancy of the unit, written statements that (a) the unit is intended for individuals who satisfy the 55 or older age restriction under Article 7, Section 7.10 of the Umbrella Declaration; and (b) failure to comply with the 55 or older age restriction and any related Umbrella Board policies, rules and regulations constitutes a default under such agreement; and
 - (c) ensure that the statements referred to in (b) above shall be signed or initialed by the intended purchasers or tenants.
10. Caregivers. For purposes of this section Caregiver means a person who actually helps another individual with health care concerns and/or daily activities as long as needed. In any circumstance where a resident may require a live-in caregiver, the Operations Manager may issue a Limited Waiver to the resident for a caregiver to live in the unit.
 - (a) The Limited Waiver shall be for 180 days and may be renewable by the Operations Manager upon written application.
 - (b) For the original application and each application for renewal, the owner shall provide a current physician's statement of necessity. Residents who have been deemed by their physician to be permanently disabled or terminally ill are exempt from the 180 day renewal.
 - (c) The caregiver shall be at least 18 years of age and will be allowed to live in the unit until such time as the caregiver's Limited Waiver expires or an application for renewal is disapproved.
 - (d) The resident caregiver may be a relative, other non-compensated person, or compensated employee of the resident.

(e) Caregivers may accompany the resident to community activities or amenities to provide assistance or support, but are not eligible to use the community's amenities

11. Guests. Every guest must comply with Umbrella Policy Resolution #8 – Rules and Regulations for Use of Common Facilities. As stated in these policies, Guests are **not** permitted to use any of the exercise rooms and may only use the pool if accompanied by a resident.

(a) A guest of the resident's choosing may stay overnight in the resident's unit for a maximum of 60 days in a calendar year. Guests who stay longer than 14 consecutive days, must register with the Property Management Office.

(b) Guests over 55 years of age that stay more than 60 days in a calendar year are required to register as residents with Property Management Office and attend "new resident orientation".

(c) Guests under 55 years of age that stay more than 60 days in a calendar year are required to apply for an age waiver and, if approved, must attend a "new resident orientation".

(d) Occasional caregivers shall be considered guests. If the occasional caregiver visits exceed 14 days, he/she must apply for caregiver status under Section 10 of this policy.

(e) Short term rentals or swaps of units are strictly prohibited.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSION OF AGE RESTRICTION, CAREGIVERS, AND GUEST POLICY.

ADOPTED: May 8, 2018 at the Regular Meeting of the Umbrella Association Board of Directors.



Bruce Eder, Umbrella Board President

DATES AMENDED:

Amendment 1 _____ at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board.

EXHIBIT A

UNIT OWNER'S ACKNOWLEDGEMENT OF AGE RESTRICTION POLICY

Section 7.10 Authority to Set Policy in Connection with Age Restriction.

7.10.1 Senior Housing. Providence Point is an age 55 or older senior housing community pursuant to the Fair Housing Act and the Housing for Older Persons Act, as such acts may be amended. All residents of each Unit shall be 55 years of age or older, except for those provided Limited Waivers under Section 7.10.2 below.

7.10.2 Limited Waivers. In its sole discretion, the Umbrella Board or its designee may grant limited waivers to the age restriction referred to in Section 7.10.1 on a case by case basis provided that the waiver would not prevent Providence Point from maintaining its status as a 55 or older senior housing community.

7.10.3 Age Restriction Policies, Rules and Regulations. The Umbrella Board may adopt policies, rules, or regulations it deems necessary to administer and enforce this age restriction, including, but not limited to, procedures for age verification, resident status notification, and caregivers. All residents of all Units are required to comply with this age restriction and all policies, rules and regulations adopted by the Umbrella Board related to this Section 7.10

As a prospective Unit Owner of a unit in Providence Point, I(We) hereby acknowledge that I(We) have read and understand the Age Restriction Policy set forth in Section 7.10 as stated above. I(We) further understand that the Owner of a unit may be of any age but the Resident(s) who occupies a unit shall be 55 years of age or older, except for those provided Limited Waivers under Section 7.10.2 All Residents shall be registered with the Property Management Office upon occupancy by scheduling an orientation with the Resident Coordinator and providing at that orientation documented proof of age.

Owner Signature _____ Date _____

Owner Signature _____ Date _____

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
BALANCE SHEET
12/31/2022

	Operating	Reserve	Total
Assets			
CASH			
1010 - Alliance Operating Checking-428	\$38,472.96		\$38,472.96
1012 - Alliance Operating - Petty Cash F/S	\$600.00		\$600.00
1013 - Alliance Operating - Petty Cash Transporation	\$100.00		\$100.00
1014 - Alliance Operating - Petty Cash Activities	\$161.98		\$161.98
1050 - Alliance Reserve MM-245		\$144,404.57	\$144,404.57
1051 - Columbia Bank Reserves -947		\$50,006.37	\$50,006.37
1052 - Columbia Bank Reserve DDM -191		\$343,184.08	\$343,184.08
Total CASH	<u>\$39,334.94</u>	<u>\$537,595.02</u>	<u>\$576,929.96</u>
ACCOUNTS RECEIVABLE			
1200 - Accounts Receivable - Insurance Claim	\$148,358.75		\$148,358.75
1230 - A/R Fines	\$75.00		\$75.00
1240 - A/R Late Fees	\$930.00		\$930.00
1250 - A/R Collection Fees	\$140.00		\$140.00
1280 - Accounts Receivable- Other	\$57.00		\$57.00
1290 - Allowance For Bad Debt	(\$18,741.86)		(\$18,741.86)
Total ACCOUNTS RECEIVABLE	<u>\$130,818.89</u>		<u>\$130,818.89</u>
OTHER ASSETS			
1306 - Contra Umbrella AR	\$10,366.40		\$10,366.40
1600 - Prepaid Expense	\$6,930.41		\$6,930.41
1610 - Prepaid Insurance	\$5,440.06		\$5,440.06
1703 - Insurance Claim Exp Receivable	\$1,313.61		\$1,313.61
Total OTHER ASSETS	<u>\$24,050.48</u>	<u>\$0.00</u>	<u>\$24,050.48</u>
FIXED ASSETS			
1880 - Vehicles	\$184,127.53		\$184,127.53
1885 - Accum. Deprec. - Vehicles	(\$163,603.15)		(\$163,603.15)
Total FIXED ASSETS	<u>\$20,524.38</u>		<u>\$20,524.38</u>
Assets Total	<u>\$214,728.69</u>	<u>\$537,595.02</u>	<u>\$752,323.71</u>

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
BALANCE SHEET
12/31/2022

Liabilities & Equity

	Operating	Reserve	Total
LIABILITIES			
2155 - Activities Payable - Income	\$69,365.09		\$69,365.09
2175 - Event Clearing - Expense	(\$58,414.53)		(\$58,414.53)
2180 - Refundable Orientation Fee	\$7,988.00		\$7,988.00
2200 - Accounts Payable	\$186,773.57	\$12,675.43	\$199,449.00
2215 - Income Tax Payable - Operating	\$1,846.00		\$1,846.00
2220 - Sales Tax Payable	\$11,614.88		\$11,614.88
2250 - Accrued Expenses	\$2,886.50		\$2,886.50
2617 - Commercial Lease Security Deposits	\$615.00		\$615.00
2701 - Insurance Claim Billable/Receivable	(\$179,599.10)		(\$179,599.10)
2900 - Contract Liability		\$488,943.08	\$488,943.08
Total LIABILITIES	<u>\$43,075.41</u>	<u>\$501,618.51</u>	<u>\$544,693.92</u>
EQUITY			
3200 - Operating Equity	\$374,202.86		\$374,202.86
Total EQUITY	<u>\$374,202.86</u>	<u>\$0.00</u>	<u>\$374,202.86</u>
Net Income	<u>(\$202,549.58)</u>	<u>\$35,976.51</u>	<u>(\$166,573.07)</u>
Liabilities and Equity Total	<u>\$214,728.69</u>	<u>\$537,595.02</u>	<u>\$752,323.71</u>

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
INCOME STATEMENT - Operating
12/1/2022 - 12/31/2022

Accounts	12/1/2022 - 12/31/2022			1/1/2022 - 12/31/2022			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Income								
<u>INCOME</u>								
4100 - Unit Assessments	\$377,559.06	\$377,558.25	\$0.81	\$4,530,708.72	\$4,530,699.00	\$9.72	\$4,530,699.00	(\$9.72)
4110 - Village W/O - Labor	\$6,416.00	\$2,500.00	\$3,916.00	\$31,082.11	\$55,000.00	(\$23,917.89)	\$55,000.00	\$23,917.89
4115 - Village W/O - Materials	\$13,055.72	\$1,300.00	\$11,755.72	\$48,103.56	\$26,000.00	\$22,103.56	\$26,000.00	(\$22,103.56)
4120 - Transportation Income	\$443.50	\$833.37	(\$389.87)	\$2,220.50	\$10,000.00	(\$7,779.50)	\$10,000.00	\$7,779.50
4155 - Flat Fee Dues	\$103,068.00	\$103,064.00	\$4.00	\$1,236,816.00	\$1,236,768.00	\$48.00	\$1,236,768.00	(\$48.00)
4200 - Newsletter Advertising	\$0.00	\$833.37	(\$833.37)	\$4,631.00	\$10,000.00	(\$5,369.00)	\$10,000.00	\$5,369.00
4209 - Pea Patch Income	\$0.00	\$0.00	\$0.00	\$3,685.00	\$4,120.00	(\$435.00)	\$4,120.00	\$435.00
4210 - Copy Machine Income	(\$32.05)	\$75.00	(\$107.05)	\$282.10	\$900.00	(\$617.90)	\$900.00	\$617.90
4215 - Facilities Rental Income	\$0.00	\$375.00	(\$375.00)	\$2,925.00	\$4,500.00	(\$1,575.00)	\$4,500.00	\$1,575.00
4220 - Library Income	\$0.00	\$0.00	\$0.00	\$1,571.75	\$1,200.00	\$371.75	\$1,200.00	(\$371.75)
4225 - SPNW Base Rental Income	\$0.00	\$1,500.00	(\$1,500.00)	\$16,500.00	\$18,000.00	(\$1,500.00)	\$18,000.00	\$1,500.00
4230 - SPNW Performance Rent	\$1,416.25	\$9,166.63	(\$7,750.38)	\$106,796.91	\$110,000.00	(\$3,203.09)	\$110,000.00	\$3,203.09
4235 - Senior Choice Rental Income	\$700.00	\$700.00	\$0.00	\$7,700.00	\$8,400.00	(\$700.00)	\$8,400.00	\$700.00
4330 - Late Fees	\$630.00	\$100.00	\$530.00	\$600.00	\$1,200.00	(\$600.00)	\$1,200.00	\$600.00
4515 - HOA Transfer Fee (Resale Income)	\$0.00	\$5,416.63	(\$5,416.63)	\$20,405.00	\$65,000.00	(\$44,595.00)	\$65,000.00	\$44,595.00
4530 - Move In Fee	\$1,500.00	\$3,333.37	(\$1,833.37)	\$44,000.00	\$40,000.00	\$4,000.00	\$40,000.00	(\$4,000.00)
4600 - Interest Income	\$4.29	\$50.00	(\$45.71)	\$51.96	\$600.00	(\$548.04)	\$600.00	\$548.04
4800 - Violation Fines	\$0.00	\$0.00	\$0.00	\$75.00	\$0.00	\$75.00	\$0.00	(\$75.00)
4900 - Miscellaneous Income	\$0.00	\$166.63	(\$166.63)	\$0.00	\$2,000.00	(\$2,000.00)	\$2,000.00	\$2,000.00
4902 - Gate Key Income/Cost Expense	\$44.00	\$0.00	\$44.00	\$107.22	\$0.00	\$107.22	\$0.00	(\$107.22)
4903 - Smart Card Income/ Cost Expense	\$684.00	\$0.00	\$684.00	(\$171.65)	\$0.00	(\$171.65)	\$0.00	\$171.65
4950 - Uncleared Assessment Refunds	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	(\$200.00)
Total INCOME	\$505,488.77	\$506,972.25	(\$1,483.48)	\$6,058,290.18	\$6,124,387.00	(\$66,096.82)	\$6,124,387.00	\$66,096.82
<u>TRANSFER BETWEEN FUNDS</u>								
8900 - Transfer to Reserves	(\$34,583.37)	(\$34,583.37)	\$0.00	(\$415,000.00)	(\$415,000.00)	\$0.00	(\$415,000.00)	\$0.00
Total TRANSFER BETWEEN FUNDS	(\$34,583.37)	(\$34,583.37)	\$0.00	(\$415,000.00)	(\$415,000.00)	\$0.00	(\$415,000.00)	\$0.00
Total Income	\$470,905.40	\$472,388.88	(\$1,483.48)	\$5,643,290.18	\$5,709,387.00	(\$66,096.82)	\$5,709,387.00	\$66,096.82

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
INCOME STATEMENT - Operating
12/1/2022 - 12/31/2022

Accounts	12/1/2022 - 12/31/2022			1/1/2022 - 12/31/2022			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Expense								
<u>ACTIVITIES/TRANSPORTATION</u>								
5700 - Newsletter	\$0.00	\$100.00	\$100.00	\$0.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
5802 - Office Furniture/Equipment	\$0.00	\$20.00	\$20.00	\$0.00	\$240.00	\$240.00	\$240.00	\$240.00
5863 - Events	\$268.40	\$833.37	\$564.97	\$5,593.72	\$10,000.00	\$4,406.28	\$10,000.00	\$4,406.28
5867 - Unsold Tickets	\$0.00	\$41.63	\$41.63	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00
6593 - Specialized Transportation Services	\$0.00	\$583.37	\$583.37	\$8,995.85	\$7,000.00	(\$1,995.85)	\$7,000.00	(\$1,995.85)
6604 - Supplies: Activities	\$27.03	\$33.37	\$6.34	\$365.04	\$400.00	\$34.96	\$400.00	\$34.96
6605 - Recreational Equipment	\$0.00	\$166.63	\$166.63	\$2,057.60	\$2,000.00	(\$57.60)	\$2,000.00	(\$57.60)
6615 - Office Furniture/Equipment	\$0.00	\$41.63	\$41.63	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00
6620 - AV Maintenance/Channel 8	\$0.00	\$83.37	\$83.37	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
6630 - Driver's Expenses	\$0.00	\$100.00	\$100.00	(\$375.79)	\$1,200.00	\$1,575.79	\$1,200.00	\$1,575.79
Total ACTIVITIES/TRANSPORTATION	\$295.43	\$2,003.37	\$1,707.94	\$16,636.42	\$24,040.00	\$7,403.58	\$24,040.00	\$7,403.58
<u>ADMINISTRATIVE</u>								
5125 - Consulting	\$1,226.96	\$3,250.00	\$2,023.04	\$46,104.89	\$39,000.00	(\$7,104.89)	\$39,000.00	(\$7,104.89)
5250 - Bank Charges	\$26.00	\$0.00	(\$26.00)	\$26.00	\$0.00	(\$26.00)	\$0.00	(\$26.00)
5300 - Memberships / Subscriptions	\$0.00	\$530.00	\$530.00	\$1,957.45	\$4,000.00	\$2,042.55	\$4,000.00	\$2,042.55
5305 - Marketing	\$0.00	\$100.00	\$100.00	\$0.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
5400 - Insurance: Property & Liability	\$38,872.26	\$43,229.37	\$4,357.11	\$582,767.42	\$518,752.00	(\$64,015.42)	\$518,752.00	(\$64,015.42)
5410 - Insurance- D & O	\$7,690.43	\$1,503.13	(\$6,187.30)	\$24,217.63	\$18,038.00	(\$6,179.63)	\$18,038.00	(\$6,179.63)
5415 - Insurance - Earthquake	\$8,194.15	\$1,113.13	(\$7,081.02)	\$17,054.95	\$13,358.00	(\$3,696.95)	\$13,358.00	(\$3,696.95)
5420 - Insurance- Misc	\$11,302.46	\$3,256.37	(\$8,046.09)	\$37,222.78	\$39,076.00	\$1,853.22	\$39,076.00	\$1,853.22
5425 - Insurance- Auto	\$0.00	\$1,319.62	\$1,319.62	\$10,688.37	\$15,835.00	\$5,146.63	\$15,835.00	\$5,146.63
5500 - Legal-General	\$2,460.00	\$8,333.37	\$5,873.37	\$125,701.67	\$100,000.00	(\$25,701.67)	\$100,000.00	(\$25,701.67)
5505 - Legal - Delinquency	\$55.00	\$416.63	\$361.63	\$1,760.06	\$5,000.00	\$3,239.94	\$5,000.00	\$3,239.94
5530 - Lein/Collection Fees	\$0.00	\$0.00	\$0.00	\$180.00	\$0.00	(\$180.00)	\$0.00	(\$180.00)
5545 - Postage Meter Rental	\$308.33	\$90.63	(\$217.70)	\$1,868.76	\$1,088.00	(\$780.76)	\$1,088.00	(\$780.76)
5600 - Management Fees	\$7,200.00	\$0.00	(\$7,200.00)	\$79,200.00	\$0.00	(\$79,200.00)	\$0.00	(\$79,200.00)
5650 - Annual Meeting Expense	\$0.00	\$600.00	\$600.00	\$0.00	\$600.00	\$600.00	\$600.00	\$600.00
5655 - Seminars- Staff / Board	\$0.00	\$250.00	\$250.00	\$3,711.55	\$3,000.00	(\$711.55)	\$3,000.00	(\$711.55)
5665 - Volunteer Recognition Program	\$0.00	\$20.87	\$20.87	\$0.00	\$250.00	\$250.00	\$250.00	\$250.00

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

INCOME STATEMENT - Operating

12/1/2022 - 12/31/2022

Accounts	12/1/2022 - 12/31/2022			1/1/2022 - 12/31/2022			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
5800 - Office Supplies	\$419.05	\$1,000.00	\$580.95	\$13,496.97	\$12,000.00	(\$1,496.97)	\$12,000.00	(\$1,496.97)
5801 - Office Expense	\$0.00	\$0.00	\$0.00	\$63.87	\$0.00	(\$63.87)	\$0.00	(\$63.87)
5810 - Postage	\$863.32	\$1,200.00	\$336.68	\$3,649.39	\$6,000.00	\$2,350.61	\$6,000.00	\$2,350.61
5820 - Printing	\$21.90	\$500.00	\$478.10	\$711.95	\$3,500.00	\$2,788.05	\$3,500.00	\$2,788.05
5865 - Resident Refreshments	\$0.00	\$41.63	\$41.63	\$235.69	\$500.00	\$264.31	\$500.00	\$264.31
5870 - President's Expense	\$0.00	\$75.00	\$75.00	\$1,069.65	\$900.00	(\$169.65)	\$900.00	(\$169.65)
5875 - Manager's Expense	\$0.00	\$700.00	\$700.00	\$180.39	\$2,500.00	\$2,319.61	\$2,500.00	\$2,319.61
5900 - Website (Service & Updates)	\$59.95	\$208.37	\$148.42	\$2,838.89	\$2,500.00	(\$338.89)	\$2,500.00	(\$338.89)
5905 - IT Maintenance (Computers)	\$2,874.95	\$1,666.63	(\$1,208.32)	\$21,785.40	\$20,000.00	(\$1,785.40)	\$20,000.00	(\$1,785.40)
5910 - Office Equipment Lease (Copiers)	\$2,236.65	\$2,166.63	(\$70.02)	\$27,064.60	\$26,000.00	(\$1,064.60)	\$26,000.00	(\$1,064.60)
5915 - Office Furniture/Equipment	\$0.00	\$200.00	\$200.00	\$56.12	\$1,200.00	\$1,143.88	\$1,200.00	\$1,143.88
8800 - Taxes - Federal	\$19,065.24	\$3,125.00	(\$15,940.24)	\$27,484.62	\$37,500.00	\$10,015.38	\$37,500.00	\$10,015.38
8860 - Taxes - Excise (B & O)	\$0.00	\$666.63	\$666.63	\$4,748.81	\$8,000.00	\$3,251.19	\$8,000.00	\$3,251.19
Total ADMINISTRATIVE	\$102,876.65	\$75,563.01	(\$27,313.64)	\$1,035,847.88	\$879,797.00	(\$156,050.88)	\$879,797.00	(\$156,050.88)
FLAT FEES								
5850 - Communiversity	\$8,064.00	\$8,064.00	\$0.00	\$96,768.00	\$96,768.00	\$0.00	\$96,768.00	\$0.00
6060 - Fire Alarm Monitoring	\$6,821.55	\$4,011.35	(\$2,810.20)	\$82,152.92	\$65,000.00	(\$17,152.92)	\$65,000.00	(\$17,152.92)
7050 - Cable TV	\$75,487.64	\$75,416.63	(\$71.01)	\$903,886.75	\$905,000.00	\$1,113.25	\$905,000.00	\$1,113.25
7905 - Surface Water Mgmt Fee	\$27,276.27	\$28,335.00	\$1,058.73	\$163,657.62	\$170,000.00	\$6,342.38	\$170,000.00	\$6,342.38
Total FLAT FEES	\$117,649.46	\$115,826.98	(\$1,822.48)	\$1,246,465.29	\$1,236,768.00	(\$9,697.29)	\$1,236,768.00	(\$9,697.29)
GROUNDS								
6300 - Landscape	\$275.25	\$1,750.00	\$1,474.75	\$28,221.96	\$21,000.00	(\$7,221.96)	\$21,000.00	(\$7,221.96)
6305 - Landscape- Tree Work	\$3,258.97	\$3,000.00	(\$258.97)	\$118,759.40	\$100,000.00	(\$18,759.40)	\$100,000.00	(\$18,759.40)
6325 - Landscape- Bark/Mulch	\$0.00	\$0.00	\$0.00	\$85,477.24	\$87,000.00	\$1,522.76	\$87,000.00	\$1,522.76
6335 - Hanging Baskets	\$0.00	\$0.00	\$0.00	\$7,000.00	\$7,000.00	\$0.00	\$7,000.00	\$0.00
6340 - Pea Patch Maintenance & Supplies	\$0.00	\$0.00	\$0.00	\$1,261.17	\$1,650.00	\$388.83	\$1,650.00	\$388.83
6400 - Pest Control	\$2,284.58	\$1,666.63	(\$617.95)	\$23,662.32	\$20,000.00	(\$3,662.32)	\$20,000.00	(\$3,662.32)
6509 - Contracted Maintenance- Basic	\$59,922.29	\$70,000.00	\$10,077.71	\$748,725.66	\$840,000.00	\$91,274.34	\$840,000.00	\$91,274.34
6570 - Irrigation Maintenance	\$12,708.07	\$0.00	(\$12,708.07)	\$113,990.37	\$18,000.00	(\$95,990.37)	\$18,000.00	(\$95,990.37)
6575 - Street Signage	\$0.00	\$0.00	\$0.00	\$15.40	\$1,000.00	\$984.60	\$1,000.00	\$984.60
6583 - Contracted Irrigation	\$10,676.95	\$0.00	(\$10,676.95)	\$109,537.55	\$0.00	(\$109,537.55)	\$0.00	(\$109,537.55)
6600 - Snow Removal	\$0.00	\$10,000.00	\$10,000.00	\$32,282.38	\$25,000.00	(\$7,282.38)	\$25,000.00	(\$7,282.38)
7908 - Irrigation Water	\$4,012.57	\$2,700.00	(\$1,312.57)	\$359,163.18	\$275,000.00	(\$84,163.18)	\$275,000.00	(\$84,163.18)
Total GROUNDS	\$93,138.68	\$89,116.63	(\$4,022.05)	\$1,628,096.63	\$1,395,650.00	(\$232,446.63)	\$1,395,650.00	(\$232,446.63)

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
INCOME STATEMENT - Operating
12/1/2022 - 12/31/2022

Accounts	12/1/2022 - 12/31/2022			1/1/2022 - 12/31/2022			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
MAINTENANCE DEPARTMENT								
6310 - Maintenance Supplies	\$6,284.69	\$1,200.00	(\$5,084.69)	\$56,977.54	\$27,500.00	(\$29,477.54)	\$27,500.00	(\$29,477.54)
6685 - Village Maintenance Supplies	\$0.00	\$1,300.00	\$1,300.00	\$0.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00
6900 - Tools and Equipment	\$0.00	\$166.63	\$166.63	\$3,153.65	\$2,000.00	(\$1,153.65)	\$2,000.00	(\$1,153.65)
Total MAINTENANCE DEPARTMENT	\$6,284.69	\$2,666.63	(\$3,618.06)	\$60,131.19	\$55,500.00	(\$4,631.19)	\$55,500.00	(\$4,631.19)
OPERATIONS								
5110 - Audits	\$0.00	\$0.00	\$0.00	\$28,950.00	\$24,000.00	(\$4,950.00)	\$24,000.00	(\$4,950.00)
5855 - Welcome Committee	\$0.00	\$41.63	\$41.63	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00
6200 - Janitorial	\$5,020.39	\$5,250.00	\$229.61	\$60,565.98	\$63,000.00	\$2,434.02	\$63,000.00	\$2,434.02
6210 - Uniforms	\$113.90	\$0.00	(\$113.90)	\$2,677.85	\$1,000.00	(\$1,677.85)	\$1,000.00	(\$1,677.85)
6350 - Activities- Bus Maintenance	\$0.00	\$250.00	\$250.00	\$743.61	\$3,000.00	\$2,256.39	\$3,000.00	\$2,256.39
6355 - Activities- Bus Licenses	\$0.00	\$0.00	\$0.00	\$393.72	\$530.00	\$136.28	\$530.00	\$136.28
6360 - Activities- Bus Fuel	\$86.11	\$500.00	\$413.89	\$3,105.02	\$6,000.00	\$2,894.98	\$6,000.00	\$2,894.98
6370 - Maintenance: Truck Repair	\$4,314.48	\$1,000.00	(\$3,314.48)	\$8,181.08	\$12,000.00	\$3,818.92	\$12,000.00	\$3,818.92
6373 - Maintenance: Truck Licenses	\$369.00	\$0.00	(\$369.00)	\$806.89	\$2,150.00	\$1,343.11	\$2,150.00	\$1,343.11
6375 - Maintenance: Fleet Fuel	\$869.65	\$625.00	(\$244.65)	\$10,023.26	\$7,500.00	(\$2,523.26)	\$7,500.00	(\$2,523.26)
6380 - Mileage Reimbursement	\$0.00	\$450.00	\$450.00	\$512.14	\$5,400.00	\$4,887.86	\$5,400.00	\$4,887.86
6590 - Rental Unit Expense	\$0.00	\$0.00	\$0.00	\$383.36	\$0.00	(\$383.36)	\$0.00	(\$383.36)
8600 - Reserve Study	\$0.00	\$0.00	\$0.00	\$11,300.00	\$17,300.00	\$6,000.00	\$17,300.00	\$6,000.00
Total OPERATIONS	\$10,773.53	\$8,116.63	(\$2,656.90)	\$127,642.91	\$142,380.00	\$14,737.09	\$142,380.00	\$14,737.09
PAYROLL								
5310 - Staff Salaries	\$82,403.69	\$98,333.37	\$15,929.68	\$1,007,474.73	\$1,180,000.00	\$172,525.27	\$1,180,000.00	\$172,525.27
5315 - Staff Payroll Taxes	\$7,185.66	\$10,165.50	\$2,979.84	\$101,585.69	\$121,986.00	\$20,400.31	\$121,986.00	\$20,400.31
5320 - Staff Health Insurance	\$0.00	\$7,750.00	\$7,750.00	\$9,667.53	\$93,000.00	\$83,332.47	\$93,000.00	\$83,332.47
5325 - Staff Dental Insurance	\$0.00	\$753.38	\$753.38	\$223.41	\$9,041.00	\$8,817.59	\$9,041.00	\$8,817.59
5330 - Personnel Expense	\$0.00	\$125.00	\$125.00	\$2,570.00	\$1,500.00	(\$1,070.00)	\$1,500.00	(\$1,070.00)
5335 - 401K & Payroll Adim	\$487.00	\$625.00	\$138.00	\$7,704.08	\$7,500.00	(\$204.08)	\$7,500.00	(\$204.08)
5340 - 401K Matching	\$0.00	\$625.00	\$625.00	\$1,539.45	\$7,500.00	\$5,960.55	\$7,500.00	\$5,960.55
Total PAYROLL	\$90,076.35	\$118,377.25	\$28,300.90	\$1,130,764.89	\$1,420,527.00	\$289,762.11	\$1,420,527.00	\$289,762.11

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
INCOME STATEMENT - Operating
12/1/2022 - 12/31/2022

Accounts	12/1/2022 - 12/31/2022			1/1/2022 - 12/31/2022			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Safety Services								
5955 - Miscellaneous & Door King	\$0.00	\$0.00	\$0.00	\$4,716.11	\$3,798.00	(\$918.11)	\$3,798.00	(\$918.11)
6100 - Gate & Building Maintenance	\$511.97	\$916.63	\$404.66	\$11,352.14	\$11,000.00	(\$352.14)	\$11,000.00	(\$352.14)
6905 - Safety Services Contract	\$28,450.26	\$22,123.13	(\$6,327.13)	\$305,972.98	\$265,478.00	(\$40,494.98)	\$265,478.00	(\$40,494.98)
Total Safety Services	\$28,962.23	\$23,039.76	(\$5,922.47)	\$322,041.23	\$280,276.00	(\$41,765.23)	\$280,276.00	(\$41,765.23)
TAXES/OTHER EXPENSES								
8870 - Sales Tax	\$11,614.88	\$0.00	(\$11,614.88)	\$11,614.88	\$0.00	(\$11,614.88)	\$0.00	(\$11,614.88)
Total TAXES/OTHER EXPENSES	\$11,614.88	\$0.00	(\$11,614.88)	\$11,614.88	\$0.00	(\$11,614.88)	\$0.00	(\$11,614.88)
UMBRELLA BUILDINGS								
5950 - Miscellaneous	\$121.05	\$0.00	(\$121.05)	\$513.25	\$0.00	(\$513.25)	\$0.00	(\$513.25)
6065 - Community Bldg Fire Alarm Systems	\$0.00	\$0.00	\$0.00	\$3,182.34	\$1,000.00	(\$2,182.34)	\$1,000.00	(\$2,182.34)
6215 - Janitorial Supplies	\$1,126.55	\$1,083.37	(\$43.18)	\$8,527.11	\$13,000.00	\$4,472.89	\$13,000.00	\$4,472.89
6450 - Clubhouse Pool	\$766.67	\$1,240.00	\$473.33	\$12,785.91	\$15,500.00	\$2,714.09	\$15,500.00	\$2,714.09
6500 - General Maintenance	\$3,538.47	\$2,785.00	(\$753.47)	\$54,663.70	\$45,000.00	(\$9,663.70)	\$45,000.00	(\$9,663.70)
6508 - Water Cooler	\$8.39	\$12.50	\$4.11	\$94.00	\$150.00	\$56.00	\$150.00	\$56.00
6635 - Library Expense	\$0.00	\$83.37	\$83.37	\$140.72	\$1,000.00	\$859.28	\$1,000.00	\$859.28
6640 - Restaurant Expense	\$99.04	\$490.00	\$390.96	\$3,873.74	\$7,000.00	\$3,126.26	\$7,000.00	\$3,126.26
6700 - Elevator	\$258.74	\$255.50	(\$3.24)	\$3,472.92	\$3,066.00	(\$406.92)	\$3,066.00	(\$406.92)
8840 - Taxes - Property	\$0.00	\$0.00	\$0.00	\$9,766.68	\$13,500.00	\$3,733.32	\$13,500.00	\$3,733.32
8845 - Taxes- Property 228th Park	\$0.00	\$0.00	\$0.00	\$65.38	\$1,650.00	\$1,584.62	\$1,650.00	\$1,584.62
Total UMBRELLA BUILDINGS	\$5,918.91	\$5,949.74	\$30.83	\$97,085.75	\$100,866.00	\$3,780.25	\$100,866.00	\$3,780.25

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
INCOME STATEMENT - Operating
12/1/2022 - 12/31/2022

Accounts	12/1/2022 - 12/31/2022			1/1/2022 - 12/31/2022			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
UTILITIES								
7106 - Town Hall Electricity	(\$10,463.89)	\$3,650.00	\$14,113.89	\$20,026.85	\$32,000.00	\$11,973.15	\$32,000.00	\$11,973.15
7150 - Utilities- Campus Wide	\$3,958.65	\$3,650.00	(\$308.65)	\$45,663.17	\$38,110.00	(\$7,553.17)	\$38,110.00	(\$7,553.17)
7200 - N. Comm Bldg Utilities	\$1,629.12	\$385.00	(\$1,244.12)	\$4,850.26	\$4,120.00	(\$730.26)	\$4,120.00	(\$730.26)
7205 - S. Comm Bldg Utilities	(\$288.61)	\$385.00	\$673.61	\$3,075.43	\$4,120.00	\$1,044.57	\$4,120.00	\$1,044.57
7210 - Clubhouse Utilities	\$25,876.50	\$6,400.00	(\$19,476.50)	\$55,531.65	\$55,620.00	\$88.35	\$55,620.00	\$88.35
7212 - Guardhouse Utilities	\$0.00	\$0.00	\$0.00	\$1,071.20	\$0.00	(\$1,071.20)	\$0.00	(\$1,071.20)
7215 - Maintenance Bldg Utilities	\$742.77	\$360.00	(\$382.77)	\$2,885.34	\$3,500.00	\$614.66	\$3,500.00	\$614.66
7220 - Maintenance Bldg Refuse	\$0.00	\$446.37	\$446.37	\$4,796.09	\$5,356.00	\$559.91	\$5,356.00	\$559.91
7301 - Town Hall - Kitchen Propane	\$0.00	\$150.00	\$150.00	\$2,659.33	\$1,800.00	(\$859.33)	\$1,800.00	(\$859.33)
7506 - N. Community Bldg Phone	\$79.38	\$67.00	(\$12.38)	\$1,017.19	\$804.00	(\$213.19)	\$804.00	(\$213.19)
7507 - S. Community Bldg Phone	\$98.40	\$67.00	(\$31.40)	\$1,281.02	\$804.00	(\$477.02)	\$804.00	(\$477.02)
7510 - Telephone - Security Phone	\$431.19	\$300.00	(\$131.19)	\$4,637.85	\$3,600.00	(\$1,037.85)	\$3,600.00	(\$1,037.85)
7513 - Office/Monitoring Phone Lines	\$678.90	\$1,000.00	\$321.10	\$8,171.11	\$12,000.00	\$3,828.89	\$12,000.00	\$3,828.89
7525 - Telephone- Clubhouse	\$62.90	\$67.00	\$4.10	\$748.33	\$804.00	\$55.67	\$804.00	\$55.67
7530 - Staff Cell Phones / Tablets	\$211.28	\$200.00	(\$11.28)	\$2,270.02	\$2,400.00	\$129.98	\$2,400.00	\$129.98
7535 - Staff Cell Phone- Reimbursement	\$280.00	\$185.00	(\$95.00)	\$1,240.00	\$2,220.00	\$980.00	\$2,220.00	\$980.00
7556 - Town Hall Refuse (Trash)	\$0.00	\$343.37	\$343.37	\$4,126.95	\$4,120.00	(\$6.95)	\$4,120.00	(\$6.95)
7900 - Water/Sewer	\$0.00	\$0.00	\$0.00	(\$35.26)	\$0.00	\$35.26	\$0.00	\$35.26
7901 - Town Hall Water/Sewer	\$254.91	\$260.00	\$5.09	\$5,496.16	\$3,707.00	(\$1,789.16)	\$3,707.00	(\$1,789.16)
Total UTILITIES	\$23,551.50	\$17,915.74	(\$5,635.76)	\$169,512.69	\$175,085.00	\$5,572.31	\$175,085.00	\$5,572.31
Total Expense	\$491,142.31	\$458,575.74	(\$32,566.57)	\$5,845,839.76	\$5,710,889.00	(\$134,950.76)	\$5,710,889.00	(\$134,950.76)
Operating Net Income	(\$20,236.91)	\$13,813.14	(\$34,050.05)	(\$202,549.58)	(\$1,502.00)	(\$201,047.58)	(\$1,502.00)	\$201,047.58

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
BALANCE SHEET
12/31/2023

	Operating	Reserve	Total
Assets			
CASH			
1010 - Alliance Operating Checking-4428	\$112,219.62		\$112,219.62
1011 - Alliance Operating ICS - X428	\$271,113.42		\$271,113.42
1013 - Petty Cash Transportation	\$100.00		\$100.00
1020 - Alliance Maintenance Debit Card - 4569	\$6,000.00		\$6,000.00
1021 - Alliance Activities Debit Card - 2272	\$9,000.00		\$9,000.00
1022 - Alliance GM Debit Card - 0678	\$1,183.36		\$1,183.36
1050 - Alliance Reserve MM-9245		\$106,041.54	\$106,041.54
1053 - Alliance Reserve ICS - 7777		\$245,659.59	\$245,659.59
Total CASH	<u>\$399,616.40</u>	<u>\$351,701.13</u>	<u>\$751,317.53</u>
ACCOUNTS RECEIVABLE			
1200 - Accounts Receivable - PPUA Insurance Claim Cost	\$106,637.01		\$106,637.01
1201 - Accounts Receivable - PMO Insurance Maint Handling Fee	\$594.00		\$594.00
1230 - A/R Fines	\$75.00		\$75.00
1240 - A/R Late Fees	\$960.00		\$960.00
1250 - A/R Collection Fees	\$630.00		\$630.00
1280 - A/R Other	\$577.00		\$577.00
Total ACCOUNTS RECEIVABLE	<u>\$109,473.01</u>	<u>\$0.00</u>	<u>\$109,473.01</u>
A/R ALLOWANCE			
1290 - Allowance For Doubtful Accts	(\$18,663.91)		(\$18,663.91)
Total A/R ALLOWANCE	<u>(\$18,663.91)</u>		<u>(\$18,663.91)</u>
OTHER ASSETS			
1300 - Due Between Funds	(\$300,000.00)	\$300,000.00	\$0.00
1304 - Umbrella Clearing	\$30.00		\$30.00
1306 - Contra Umbrella AR	\$7,626.60		\$7,626.60
1600 - Prepaid Expense	\$128.27	\$2,211.03	\$2,339.30
1610 - Prepaid Insurance	\$5,997.76		\$5,997.76
Total OTHER ASSETS	<u>(\$286,217.37)</u>	<u>\$302,211.03</u>	<u>\$15,993.66</u>

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
BALANCE SHEET
12/31/2023

	Operating	Reserve	Total
FIXED ASSETS			
1880 - Vehicles	\$176,727.63		\$176,727.63
1885 - Accum. Deprec. - Vehicles	(\$156,203.25)		(\$156,203.25)
Total FIXED ASSETS	<u>\$20,524.38</u>		<u>\$20,524.38</u>
Assets Total	<u>\$224,732.51</u>	<u>\$653,912.16</u>	<u>\$878,644.67</u>
 Liabilities & Equity			
	Operating	Reserve	Total
LIABILITIES			
2180 - Refundable Orientation Fee	\$7,888.00		\$7,888.00
2200 - Accounts Payable	\$35,248.59	\$111,273.67	\$146,522.26
2250 - Accrued Expenses	\$59,513.63		\$59,513.63
2617 - Commercial Lease Security Deposits	\$615.00		\$615.00
2701 - Insurance Claim Billable/Receivable	\$52,148.47		\$52,148.47
Total LIABILITIES	<u>\$155,413.69</u>	<u>\$111,273.67</u>	<u>\$266,687.36</u>
 EQUITY			
3200 - Operating Equity	\$133,971.18		\$133,971.18
3500 - Reserve Equity		\$519,058.88	\$519,058.88
Total EQUITY	<u>\$133,971.18</u>	<u>\$519,058.88</u>	<u>\$653,030.06</u>
Net Income	<u>(\$64,652.36)</u>	<u>\$23,579.61</u>	<u>(\$41,072.75)</u>
Liabilities and Equity Total	<u>\$224,732.51</u>	<u>\$653,912.16</u>	<u>\$878,644.67</u>

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

INCOME STATEMENT - Operating

12/1/2023 - 12/31/2023

Accounts	12/1/2023 - 12/31/2023			1/1/2023 - 12/31/2023			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Income								
<u>INCOME</u>								
4100 - Homeowner Assessments	\$424,267.64	\$424,266.87	\$0.77	\$5,091,211.68	\$5,091,202.00	\$9.68	\$5,091,202.00	(\$9.68)
4110 - Village W/O - Labor	\$4,446.68	\$2,500.00	\$1,946.68	\$44,561.92	\$55,000.00	(\$10,438.08)	\$55,000.00	\$10,438.08
4115 - Village W/O - Materials	\$1,174.42	\$1,300.00	(\$125.58)	\$14,774.97	\$26,000.00	(\$11,225.03)	\$26,000.00	\$11,225.03
4120 - Transportation Income	\$1,302.00	\$875.00	\$427.00	\$15,135.00	\$10,500.00	\$4,635.00	\$10,500.00	(\$4,635.00)
4134 - Activities Ticket Sales	\$12,736.00	\$6,295.87	\$6,440.13	\$93,533.54	\$75,550.00	\$17,983.54	\$75,550.00	(\$17,983.54)
4136 - Events Sponsorship	\$0.00	\$83.37	(\$83.37)	\$1,300.00	\$1,000.00	\$300.00	\$1,000.00	(\$300.00)
4155 - Flat Fee Dues	\$103,914.72	\$103,910.50	\$4.22	\$1,246,976.64	\$1,246,926.00	\$50.64	\$1,246,926.00	(\$50.64)
4200 - Newsletter Advertising	\$1,410.00	\$500.00	\$910.00	\$7,739.80	\$6,000.00	\$1,739.80	\$6,000.00	(\$1,739.80)
4209 - Pea Patch Income	\$600.00	\$0.00	\$600.00	\$4,585.00	\$4,120.00	\$465.00	\$4,120.00	(\$465.00)
4210 - Copy Machine Income	\$0.00	\$75.00	(\$75.00)	\$36.30	\$900.00	(\$863.70)	\$900.00	\$863.70
4215 - Facilities Rental Income	\$1,725.00	\$375.00	\$1,350.00	\$7,050.00	\$4,500.00	\$2,550.00	\$4,500.00	(\$2,550.00)
4220 - Library Income	\$0.00	\$0.00	\$0.00	\$878.50	\$1,200.00	(\$321.50)	\$1,200.00	\$321.50
4225 - SPNW Base Rental Income	\$1,500.00	\$1,500.00	\$0.00	\$19,500.00	\$18,000.00	\$1,500.00	\$18,000.00	(\$1,500.00)
4230 - SPNW Performance Rent	\$2,293.50	\$2,083.37	\$210.13	\$27,037.05	\$25,000.00	\$2,037.05	\$25,000.00	(\$2,037.05)
4235 - Senior Choice Rental Income	\$1,400.00	\$700.00	\$700.00	\$8,400.00	\$8,400.00	\$0.00	\$8,400.00	\$0.00
4330 - Late Fees	\$0.00	\$58.37	(\$58.37)	\$810.00	\$700.00	\$110.00	\$700.00	(\$110.00)
4350 - Lien/Collection Fees	\$10.00	\$0.00	\$10.00	\$815.00	\$0.00	\$815.00	\$0.00	(\$815.00)
4530 - Move In Fee	\$1,500.00	\$3,333.37	(\$1,833.37)	\$41,000.00	\$40,000.00	\$1,000.00	\$40,000.00	(\$1,000.00)
4600 - Interest Income	\$2.83	\$5.00	(\$2.17)	\$43.62	\$60.00	(\$16.38)	\$60.00	\$16.38
4800 - Violation Fines	(\$597.36)	\$0.00	(\$597.36)	\$300.00	\$0.00	\$300.00	\$0.00	(\$300.00)
4810 - Village Phone Reimbursements	\$1,578.75	\$1,451.12	\$127.63	\$15,761.30	\$17,413.00	(\$1,651.70)	\$17,413.00	\$1,651.70
4900 - Other Income	(\$9,389.08)	\$25.00	(\$9,414.08)	\$352.61	\$300.00	\$52.61	\$300.00	(\$52.61)
4902 - Gate Key Income	\$65.00	\$0.00	\$65.00	\$69.95	\$0.00	\$69.95	\$0.00	(\$69.95)
4903 - Smart Card Income	\$910.00	\$416.63	\$493.37	\$9,057.80	\$5,000.00	\$4,057.80	\$5,000.00	(\$4,057.80)
Total INCOME	\$550,850.10	\$549,754.47	\$1,095.63	\$6,650,930.68	\$6,637,771.00	\$13,159.68	\$6,637,771.00	(\$13,159.68)
<u>TRANSFER BETWEEN FUNDS</u>								
8900 - Transfer to Reserves	(\$41,990.17)	(\$41,990.13)	(\$0.04)	(\$503,882.04)	(\$503,882.00)	(\$0.04)	(\$503,882.00)	\$0.04
Total TRANSFER BETWEEN FUNDS	(\$41,990.17)	(\$41,990.13)	(\$0.04)	(\$503,882.04)	(\$503,882.00)	(\$0.04)	(\$503,882.00)	\$0.04
Total Income	\$508,859.93	\$507,764.34	\$1,095.59	\$6,147,048.64	\$6,133,889.00	\$13,159.64	\$6,133,889.00	(\$13,159.64)

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

INCOME STATEMENT - Operating

12/1/2023 - 12/31/2023

Accounts	12/1/2023 - 12/31/2023			1/1/2023 - 12/31/2023			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Expense								
<u>ACTIVITIES/TRANSPORTATION</u>								
5700 - Newsletter	\$0.00	\$125.00	\$125.00	\$503.07	\$1,500.00	\$996.93	\$1,500.00	\$996.93
5802 - Office Furniture/Equipment	\$0.00	\$62.50	\$62.50	\$0.00	\$750.00	\$750.00	\$750.00	\$750.00
5864 - Ticketed Events	\$4,559.84	\$7,045.87	\$2,486.03	\$87,261.63	\$84,550.00	(\$2,711.63)	\$84,550.00	(\$2,711.63)
5865 - Resident Refreshments	\$0.00	\$41.63	\$41.63	\$309.50	\$500.00	\$190.50	\$500.00	\$190.50
5866 - Non-Ticketed Events	\$0.00	\$166.63	\$166.63	\$2,616.87	\$2,000.00	(\$616.87)	\$2,000.00	(\$616.87)
6593 - Specialized Transportation Services	\$0.00	\$208.37	\$208.37	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
6604 - Supplies: Activities	\$0.00	\$0.00	\$0.00	\$468.92	\$0.00	(\$468.92)	\$0.00	(\$468.92)
6605 - Recreational Equipment	\$383.15	\$208.37	(\$174.78)	\$2,626.77	\$2,500.00	(\$126.77)	\$2,500.00	(\$126.77)
6620 - AV Maintenance/Channel 8	\$0.00	\$375.00	\$375.00	\$1,234.53	\$4,500.00	\$3,265.47	\$4,500.00	\$3,265.47
6630 - Driver's Expenses	\$0.00	\$83.37	\$83.37	\$932.12	\$1,000.00	\$67.88	\$1,000.00	\$67.88
Total ACTIVITIES/TRANSPORTATION	\$4,942.99	\$8,316.74	\$3,373.75	\$95,953.41	\$99,800.00	\$3,846.59	\$99,800.00	\$3,846.59
<u>ADMINISTRATIVE</u>								
5125 - Consulting	\$4,132.12	\$2,666.63	(\$1,465.49)	\$25,028.19	\$32,000.00	\$6,971.81	\$32,000.00	\$6,971.81
5250 - Bank Charges	\$0.00	\$0.00	\$0.00	(\$6.00)	\$0.00	\$6.00	\$0.00	\$6.00
5290 - Emergency Readiness Committee	\$0.00	\$120.87	\$120.87	\$366.54	\$1,450.00	\$1,083.46	\$1,450.00	\$1,083.46
5300 - Memberships / Subscriptions	\$7.49	\$530.00	\$522.51	\$2,699.45	\$4,000.00	\$1,300.55	\$4,000.00	\$1,300.55
5400 - Insurance: Property & Liability	\$107,372.28	\$62,408.63	(\$44,963.65)	\$881,135.92	\$748,904.00	(\$132,231.92)	\$748,904.00	(\$132,231.92)
5410 - Insurance- D & O	\$1,266.56	\$1,503.13	\$236.57	\$15,343.09	\$18,038.00	\$2,694.91	\$18,038.00	\$2,694.91
5415 - Insurance - Earthquake	\$1,361.57	\$1,638.25	\$276.68	\$16,384.78	\$19,659.00	\$3,274.22	\$19,659.00	\$3,274.22
5420 - Insurance- Misc	\$3,270.75	\$3,750.00	\$479.25	\$26,862.79	\$45,000.00	\$18,137.21	\$45,000.00	\$18,137.21
5425 - Insurance- Auto	\$1,596.25	\$1,377.37	(\$218.88)	\$19,204.00	\$16,528.00	(\$2,676.00)	\$16,528.00	(\$2,676.00)
5500 - Legal-General	\$1,580.00	\$1,666.63	\$86.63	\$21,103.55	\$20,000.00	(\$1,103.55)	\$20,000.00	(\$1,103.55)
5505 - Legal - Delinquency	\$190.00	\$166.63	(\$23.37)	\$2,296.89	\$2,000.00	(\$296.89)	\$2,000.00	(\$296.89)
5530 - Lien/Collection Costs	\$80.00	\$0.00	(\$80.00)	\$915.00	\$0.00	(\$915.00)	\$0.00	(\$915.00)
5545 - Postage Meter Rental	\$0.00	\$90.63	\$90.63	\$924.99	\$1,088.00	\$163.01	\$1,088.00	\$163.01
5600 - Management Fees	\$7,200.00	\$7,200.00	\$0.00	\$86,400.00	\$86,400.00	\$0.00	\$86,400.00	\$0.00
5650 - Annual Meeting Expense	\$0.00	\$600.00	\$600.00	\$573.09	\$600.00	\$26.91	\$600.00	\$26.91
5655 - Seminars- Staff / Board	\$0.00	\$250.00	\$250.00	\$2,635.04	\$3,000.00	\$364.96	\$3,000.00	\$364.96
5664 - Gate Card/Smart Card Expense	\$0.00	\$416.63	\$416.63	\$11,982.19	\$5,000.00	(\$6,982.19)	\$5,000.00	(\$6,982.19)
5665 - Volunteer Recognition Program	\$0.00	\$83.37	\$83.37	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
5800 - Office Expense/Supply	\$407.43	\$1,000.00	\$592.57	\$9,298.01	\$12,000.00	\$2,701.99	\$12,000.00	\$2,701.99

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

INCOME STATEMENT - Operating

12/1/2023 - 12/31/2023

Accounts	12/1/2023 - 12/31/2023			1/1/2023 - 12/31/2023			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
5810 - Postage	\$2,556.01	\$1,200.00	(\$1,356.01)	\$6,458.06	\$6,000.00	(\$458.06)	\$6,000.00	(\$458.06)
5820 - Printing	\$44.45	\$500.00	\$455.55	\$281.60	\$3,500.00	\$3,218.40	\$3,500.00	\$3,218.40
5870 - President's Expense	\$0.00	\$75.00	\$75.00	\$3,965.92	\$900.00	(\$3,065.92)	\$900.00	(\$3,065.92)
5875 - Manager's Expense	\$0.00	\$700.00	\$700.00	\$1,510.98	\$2,500.00	\$989.02	\$2,500.00	\$989.02
5900 - Website (Service & Updates)	\$950.00	\$474.63	(\$475.37)	\$4,822.44	\$5,696.00	\$873.56	\$5,696.00	\$873.56
5905 - IT Maintenance (Computers)	\$2,909.67	\$1,775.00	(\$1,134.67)	\$33,817.74	\$21,300.00	(\$12,517.74)	\$21,300.00	(\$12,517.74)
5910 - Office Equipment Lease (Copiers)	\$2,281.37	\$2,291.63	\$10.26	\$29,770.27	\$27,500.00	(\$2,270.27)	\$27,500.00	(\$2,270.27)
5915 - Office Furniture/Equipment	\$0.00	\$200.00	\$200.00	\$467.90	\$1,200.00	\$732.10	\$1,200.00	\$732.10
8280 - Corporation Commission	\$20.00	\$0.00	(\$20.00)	\$180.00	\$0.00	(\$180.00)	\$0.00	(\$180.00)
8800 - Taxes - Federal	\$19,196.00	\$2,916.63	(\$16,279.37)	\$26,142.15	\$35,000.00	\$8,857.85	\$35,000.00	\$8,857.85
8860 - Taxes - Excise (B & O)	\$815.25	\$791.63	(\$23.62)	\$11,136.67	\$9,500.00	(\$1,636.67)	\$9,500.00	(\$1,636.67)
Total ADMINISTRATIVE	\$157,237.20	\$96,393.29	(\$60,843.91)	\$1,241,701.25	\$1,129,763.00	(\$111,938.25)	\$1,129,763.00	(\$111,938.25)
FLAT FEES								
5850 - Communiversit	\$8,064.00	\$8,064.00	\$0.00	\$96,768.00	\$96,768.00	\$0.00	\$96,768.00	\$0.00
6060 - Fire Alarm Monitoring	\$2,202.00	\$0.00	(\$2,202.00)	\$53,363.65	\$0.00	(\$53,363.65)	\$0.00	(\$53,363.65)
7050 - Cable TV	\$77,568.05	\$76,925.00	(\$643.05)	\$931,087.60	\$923,100.00	(\$7,987.60)	\$923,100.00	(\$7,987.60)
7905 - Surface Water Mgmt Fee	\$28,777.67	\$14,754.87	(\$14,022.80)	\$172,666.02	\$177,058.00	\$4,391.98	\$177,058.00	\$4,391.98
Total FLAT FEES	\$116,611.72	\$99,743.87	(\$16,867.85)	\$1,253,885.27	\$1,196,926.00	(\$56,959.27)	\$1,196,926.00	(\$56,959.27)
GROUNDS								
6300 - Landscape	\$0.00	\$1,666.63	\$1,666.63	\$25,328.56	\$20,000.00	(\$5,328.56)	\$20,000.00	(\$5,328.56)
6305 - Landscape Maintenance: Trees.	\$0.00	\$3,000.00	\$3,000.00	\$24,516.35	\$100,000.00	\$75,483.65	\$100,000.00	\$75,483.65
6325 - Landscape- Bark/Mulch	\$0.00	\$0.00	\$0.00	\$107,373.92	\$91,000.00	(\$16,373.92)	\$91,000.00	(\$16,373.92)
6335 - Hanging Baskets	\$0.00	\$0.00	\$0.00	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	\$0.00
6340 - Pea Patch Maintenance & Supplies	\$0.00	\$0.00	\$0.00	\$1,480.33	\$2,500.00	\$1,019.67	\$2,500.00	\$1,019.67
6400 - Pest Control	\$2,202.00	\$2,237.50	\$35.50	\$34,466.82	\$26,850.00	(\$7,616.82)	\$26,850.00	(\$7,616.82)
6509 - Contracted Maintenance - Basic	\$59,922.29	\$62,925.00	\$3,002.71	\$719,067.48	\$755,100.00	\$36,032.52	\$755,100.00	\$36,032.52
6570 - Irrigation Maintenance	\$0.00	\$0.00	\$0.00	\$63,407.99	\$72,800.00	\$9,392.01	\$72,800.00	\$9,392.01
6575 - Street Signage	(\$0.10)	\$0.00	\$0.10	\$275.06	\$500.00	\$224.94	\$500.00	\$224.94
6583 - Contracted Irrigation	\$0.00	\$10,874.63	\$10,874.63	\$117,446.45	\$130,496.00	\$13,049.55	\$130,496.00	\$13,049.55
6600 - Snow Removal	\$0.00	\$10,000.00	\$10,000.00	\$3,207.05	\$25,000.00	\$21,792.95	\$25,000.00	\$21,792.95
7908 - Irrigation Water	\$3,109.15	\$23,776.12	\$20,666.97	\$350,177.23	\$285,313.00	(\$64,864.23)	\$285,313.00	(\$64,864.23)
Total GROUNDS	\$65,233.34	\$114,479.88	\$49,246.54	\$1,454,747.24	\$1,517,559.00	\$62,811.76	\$1,517,559.00	\$62,811.76

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
INCOME STATEMENT - Operating
12/1/2023 - 12/31/2023

Accounts	12/1/2023 - 12/31/2023			1/1/2023 - 12/31/2023			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
<u>MAINTENANCE DEPARTMENT</u>								
6310 - Maintenance Supplies	\$1,210.65	\$2,250.00	\$1,039.35	\$45,395.94	\$27,000.00	(\$18,395.94)	\$27,000.00	(\$18,395.94)
6685 - Village Maintenance Supplies	\$0.00	\$1,300.00	\$1,300.00	\$0.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00
6900 - Tools and Equipment	\$31.25	\$166.63	\$135.38	\$1,313.49	\$2,000.00	\$686.51	\$2,000.00	\$686.51
<u>Total MAINTENANCE DEPARTMENT</u>	\$1,241.90	\$3,716.63	\$2,474.73	\$46,709.43	\$55,000.00	\$8,290.57	\$55,000.00	\$8,290.57
<u>OPERATIONS</u>								
5110 - Audits	\$0.00	\$0.00	\$0.00	\$30,400.00	\$27,100.00	(\$3,300.00)	\$27,100.00	(\$3,300.00)
5855 - Welcome Committee	\$0.00	\$41.63	\$41.63	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00
6200 - Janitorial	\$5,489.41	\$5,175.00	(\$314.41)	\$63,451.18	\$62,100.00	(\$1,351.18)	\$62,100.00	(\$1,351.18)
6210 - Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
6350 - Activities- Bus Maintenance	\$0.00	\$291.63	\$291.63	\$2,217.80	\$3,500.00	\$1,282.20	\$3,500.00	\$1,282.20
6355 - Activities- Bus Licenses	\$0.00	\$0.00	\$0.00	\$316.47	\$450.00	\$133.53	\$450.00	\$133.53
6360 - Activities- Bus Fuel	\$722.21	\$458.37	(\$263.84)	\$6,681.81	\$5,500.00	(\$1,181.81)	\$5,500.00	(\$1,181.81)
6370 - Maintenance: Truck Repair	\$312.37	\$833.37	\$521.00	\$10,055.74	\$10,000.00	(\$55.74)	\$10,000.00	(\$55.74)
6373 - Maintenance: Truck Licenses	\$0.00	\$0.00	\$0.00	\$1,272.34	\$2,150.00	\$877.66	\$2,150.00	\$877.66
6375 - Maintenance: Fleet Fuel	\$798.07	\$708.37	(\$89.70)	\$9,549.47	\$8,500.00	(\$1,049.47)	\$8,500.00	(\$1,049.47)
6590 - Rental Unit Expense	\$111.63	\$31.88	(\$79.75)	\$495.63	\$383.00	(\$112.63)	\$383.00	(\$112.63)
8600 - Reserve Study	\$0.00	\$0.00	\$0.00	\$11,300.00	\$12,441.00	\$1,141.00	\$12,441.00	\$1,141.00
<u>Total OPERATIONS</u>	\$7,433.69	\$7,540.25	\$106.56	\$135,740.44	\$133,624.00	(\$2,116.44)	\$133,624.00	(\$2,116.44)
<u>PAYROLL</u>								
5310 - Staff Salaries	\$85,983.65	\$96,170.63	\$10,186.98	\$1,143,468.28	\$1,154,048.00	\$10,579.72	\$1,154,048.00	\$10,579.72
5312 - PMO Staff - HOAMCO Fee	\$1,797.26	\$2,629.38	\$832.12	\$24,258.40	\$31,553.00	\$7,294.60	\$31,553.00	\$7,294.60
5315 - Staff Payroll Taxes	\$7,253.81	\$9,007.00	\$1,753.19	\$99,600.83	\$108,084.00	\$8,483.17	\$108,084.00	\$8,483.17
5335 - 401K & Payroll Adim	\$110.00	\$0.00	(\$110.00)	(\$420.26)	\$0.00	\$420.26	\$0.00	\$420.26
<u>Total PAYROLL</u>	\$95,144.72	\$107,807.01	\$12,662.29	\$1,266,907.25	\$1,293,685.00	\$26,777.75	\$1,293,685.00	\$26,777.75
<u>Safety Services</u>								
5955 - Miscellaneous & Door King	\$0.00	\$333.37	\$333.37	\$4,512.23	\$4,000.00	(\$512.23)	\$4,000.00	(\$512.23)
6100 - Gate & Building Maintenance	\$0.00	\$916.63	\$916.63	\$20,808.56	\$11,000.00	(\$9,808.56)	\$11,000.00	(\$9,808.56)
6905 - Safety Services Contract	\$30,735.96	\$27,916.63	(\$2,819.33)	\$363,989.90	\$335,000.00	(\$28,989.90)	\$335,000.00	(\$28,989.90)
<u>Total Safety Services</u>	\$30,735.96	\$29,166.63	(\$1,569.33)	\$389,310.69	\$350,000.00	(\$39,310.69)	\$350,000.00	(\$39,310.69)

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

INCOME STATEMENT - Operating

12/1/2023 - 12/31/2023

Accounts	12/1/2023 - 12/31/2023			1/1/2023 - 12/31/2023			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
<u>UMBRELLA BUILDINGS</u>								
5950 - Miscellaneous Admin	\$0.00	\$0.00	\$0.00	\$235.55	\$0.00	(\$235.55)	\$0.00	(\$235.55)
6065 - Community Bldg Fire Alarm Systems	\$0.00	\$0.00	\$0.00	\$4,118.56	\$1,500.00	(\$2,618.56)	\$1,500.00	(\$2,618.56)
6215 - Janitorial Supplies	\$243.34	\$916.63	\$673.29	\$9,108.57	\$11,000.00	\$1,891.43	\$11,000.00	\$1,891.43
6450 - Clubhouse Pool	\$1,681.14	\$1,375.00	(\$306.14)	\$20,602.77	\$16,500.00	(\$4,102.77)	\$16,500.00	(\$4,102.77)
6500 - General Maintenance	\$7,607.10	\$2,785.00	(\$4,822.10)	\$51,830.39	\$45,000.00	(\$6,830.39)	\$45,000.00	(\$6,830.39)
6508 - Water Cooler	\$22.25	\$8.37	(\$13.88)	\$127.13	\$100.00	(\$27.13)	\$100.00	(\$27.13)
6635 - Library Expense	\$0.00	\$25.00	\$25.00	\$189.56	\$300.00	\$110.44	\$300.00	\$110.44
6640 - Restaurant Expense	\$1,117.55	\$416.63	(\$700.92)	\$6,962.59	\$5,000.00	(\$1,962.59)	\$5,000.00	(\$1,962.59)
6700 - Elevator	\$262.40	\$262.88	\$0.48	\$3,724.27	\$3,155.00	(\$569.27)	\$3,155.00	(\$569.27)
8840 - Taxes - Property	\$0.00	\$0.00	\$0.00	\$8,845.61	\$10,000.00	\$1,154.39	\$10,000.00	\$1,154.39
8845 - Taxes- Property 228th Park	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00
Total UMBRELLA BUILDINGS	\$10,933.78	\$5,789.51	(\$5,144.27)	\$105,745.00	\$92,655.00	(\$13,090.00)	\$92,655.00	(\$13,090.00)
<u>UTILITIES</u>								
7106 - Town Hall Electricity	\$9,433.19	\$3,010.63	(\$6,422.56)	\$73,308.79	\$36,128.00	(\$37,180.79)	\$36,128.00	(\$37,180.79)
7150 - Utilities- Campus Wide	\$3,410.97	\$3,585.50	\$174.53	\$32,487.82	\$43,026.00	\$10,538.18	\$43,026.00	\$10,538.18
7200 - N. Comm Bldg Utilities	\$1,039.58	\$387.63	(\$651.95)	\$3,497.66	\$4,652.00	\$1,154.34	\$4,652.00	\$1,154.34
7205 - S. Comm Bldg Utilities	\$299.19	\$387.63	\$88.44	\$5,026.68	\$4,652.00	(\$374.68)	\$4,652.00	(\$374.68)
7210 - Clubhouse Utilities	\$11,594.19	\$5,186.62	(\$6,407.57)	\$40,923.33	\$62,239.00	\$21,315.67	\$62,239.00	\$21,315.67
7212 - Guardhouse Utilities	\$143.26	\$191.63	\$48.37	\$1,976.20	\$2,300.00	\$323.80	\$2,300.00	\$323.80
7215 - Maintenance Bldg Utilities	\$620.41	\$329.37	(\$291.04)	\$2,557.81	\$3,952.00	\$1,394.19	\$3,952.00	\$1,394.19
7220 - Maintenance Bldg Refuse	\$860.40	\$468.63	(\$391.77)	\$6,059.92	\$5,624.00	(\$435.92)	\$5,624.00	(\$435.92)
7301 - Common Building Propane	\$0.00	\$183.37	\$183.37	\$1,138.10	\$2,200.00	\$1,061.90	\$2,200.00	\$1,061.90
7502 - Intercom-Bldg 174 - Highland V GL 7502 to Reimb	\$98.38	\$144.87	\$46.49	\$1,027.44	\$1,738.00	\$710.56	\$1,738.00	\$710.56
7503 - Intercom-Bldg 178 - Highland V GL 7503 to Reimb	\$98.39	\$49.88	(\$48.51)	\$1,057.40	\$599.00	(\$458.40)	\$599.00	(\$458.40)
7504 - Phone Elevator-Bldg - Washington V GL 7504 to Reimb	\$983.84	\$0.00	(\$983.84)	\$10,273.68	\$0.00	(\$10,273.68)	\$0.00	(\$10,273.68)
7506 - N. Community Bldg Phone	\$84.76	\$83.37	(\$1.39)	\$999.23	\$1,000.00	\$0.77	\$1,000.00	\$0.77
7507 - S. Community Bldg Phone	\$195.93	\$146.63	(\$49.30)	\$1,663.03	\$1,760.00	\$96.97	\$1,760.00	\$96.97
7509 - Phone Elevator-Bldg 206 - Forest V GL 7509 to Reimb	\$398.14	\$307.25	(\$90.89)	\$3,402.78	\$3,687.00	\$284.22	\$3,687.00	\$284.22
7510 - Telephone - Security Phone	\$754.04	\$484.12	(\$269.92)	\$6,751.74	\$5,809.00	(\$942.74)	\$5,809.00	(\$942.74)
7513 - Office/Monitoring Phone Lines	\$1,094.81	\$1,020.50	(\$74.31)	\$11,069.06	\$12,246.00	\$1,176.94	\$12,246.00	\$1,176.94

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
INCOME STATEMENT - Operating
12/1/2023 - 12/31/2023

Accounts	12/1/2023 - 12/31/2023			1/1/2023 - 12/31/2023			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
7525 - Telephone- Clubhouse	\$98.39	\$94.88	(\$3.51)	\$1,027.40	\$1,139.00	\$111.60	\$1,139.00	\$111.60
7530 - Staff Cell Phones / Tablets	(\$90.01)	\$208.37	\$298.38	\$2,417.39	\$2,500.00	\$82.61	\$2,500.00	\$82.61
7535 - Staff Cell Phone- Reimbursement	\$560.00	\$0.00	(\$560.00)	\$3,360.00	\$0.00	(\$3,360.00)	\$0.00	(\$3,360.00)
7556 - Town Hall Refuse (Trash)	\$554.66	\$366.63	(\$188.03)	\$4,991.04	\$4,400.00	(\$591.04)	\$4,400.00	(\$591.04)
7901 - Town Hall Water/Sewer	\$261.70	\$319.75	\$58.05	\$5,984.52	\$3,837.00	(\$2,147.52)	\$3,837.00	(\$2,147.52)
Total UTILITIES	\$32,494.22	\$16,957.26	(\$15,536.96)	\$221,001.02	\$203,488.00	(\$17,513.02)	\$203,488.00	(\$17,513.02)
Total Expense	\$522,009.52	\$489,911.07	(\$32,098.45)	\$6,211,701.00	\$6,072,500.00	(\$139,201.00)	\$6,072,500.00	(\$139,201.00)
Operating Net Income	(\$13,149.59)	\$17,853.27	(\$31,002.86)	(\$64,652.36)	\$61,389.00	(\$126,041.36)	\$61,389.00	\$126,041.36

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

INCOME STATEMENT - Reserve

12/1/2023 - 12/31/2023

Accounts	12/1/2023 - 12/31/2023			1/1/2023 - 12/31/2023			Annual Budget	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Reserve Income								
<u>RESERVE INCOME</u>								
4610 - Interest Income - Reserve	\$92.91	\$100.00	(\$7.09)	\$1,238.66	\$1,200.00	\$38.66	\$1,200.00	(\$38.66)
9000 - Transfer From Operating	\$41,990.17	\$41,990.13	\$0.04	\$503,882.04	\$503,882.00	\$0.04	\$503,882.00	(\$0.04)
<u>Total RESERVE INCOME</u>	\$42,083.08	\$42,090.13	(\$7.05)	\$505,120.70	\$505,082.00	\$38.70	\$505,082.00	(\$38.70)
Total Reserve Income	\$42,083.08	\$42,090.13	(\$7.05)	\$505,120.70	\$505,082.00	\$38.70	\$505,082.00	(\$38.70)
Reserve Expense								
<u>COMMON AREA</u>								
9110 - Audio/Visual Upgrades - Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00
9132 - Clubhouse- Exterior Maint (roof)	(\$2,211.03)	\$0.00	\$2,211.03	\$2,211.03	\$6,500.00	\$4,288.97	\$6,500.00	\$4,288.97
9135 - Clubhouse- Furnishings	\$0.00	\$0.00	\$0.00	\$3,399.34	\$0.00	(\$3,399.34)	\$0.00	(\$3,399.34)
9139 - Computer & Elect Office Equipment - Reserves	\$0.00	\$0.00	\$0.00	\$15,422.82	\$14,500.00	(\$922.82)	\$14,500.00	(\$922.82)
9150 - Driveways, Sidewalks - Reserves	\$0.00	\$0.00	\$0.00	\$90,417.97	\$100,000.00	\$9,582.03	\$100,000.00	\$9,582.03
9165 - Entry Gates; Controls, Systems, Loops - Reserves	\$0.00	\$0.00	\$0.00	\$6,973.73	\$10,000.00	\$3,026.27	\$10,000.00	\$3,026.27
9190 - Exterior Rails - Reserves	\$0.00	\$0.00	\$0.00	\$1,949.22	\$4,500.00	\$2,550.78	\$4,500.00	\$2,550.78
9201 - Fencing & Arbors - Reserves	(\$2,130.44)	\$0.00	\$2,130.44	\$19,870.22	\$40,000.00	\$20,129.78	\$40,000.00	\$20,129.78
9205 - Fleet Maintenance Vehicle Replacement - Reserves	\$0.00	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
9236 - Guard House	\$0.00	\$0.00	\$0.00	\$24,373.97	\$0.00	(\$24,373.97)	\$0.00	(\$24,373.97)
9251 - Landscaping; Irrigation Controllers - Reserves	\$0.00	\$0.00	\$0.00	\$5,505.00	\$40,000.00	\$34,495.00	\$40,000.00	\$34,495.00
9252 - Landscaping; Renovation, Border - Reserves	\$0.00	\$0.00	\$0.00	\$7,701.50	\$25,000.00	\$17,298.50	\$25,000.00	\$17,298.50
9253 - Landscaping; Trees - Reserves	\$111,879.22	\$0.00	(\$111,879.22)	\$127,464.86	\$10,000.00	(\$117,464.86)	\$10,000.00	(\$117,464.86)
9254 - Landscaping- Drainage	\$0.00	\$0.00	\$0.00	\$4,331.19	\$15,000.00	\$10,668.81	\$15,000.00	\$10,668.81
9420 - Plumbing Upgrades - Reserves	(\$54.00)	\$0.00	\$54.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9450 - Pool, Spa Repair - Reserves	(\$1,797.66)	\$0.00	\$1,797.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9455 - Pool, Spa Equipment - Reserves	\$3,928.10	\$0.00	(\$3,928.10)	\$25,529.33	\$21,000.00	(\$4,529.33)	\$21,000.00	(\$4,529.33)
9495 - Repeater Radio Equipment - Reserves	\$0.00	\$0.00	\$0.00	\$191.28	\$3,282.00	\$3,090.72	\$3,282.00	\$3,090.72
9600 - Street Repair - Reserves	\$0.00	\$0.00	\$0.00	\$146,164.63	\$150,000.00	\$3,835.37	\$150,000.00	\$3,835.37
9645 - Tennis Court Resurfacing - Reserves	\$0.00	\$10,350.00	\$10,350.00	\$0.00	\$10,350.00	\$10,350.00	\$10,350.00	\$10,350.00
<u>Total COMMON AREA</u>	\$109,614.19	\$60,350.00	(\$49,264.19)	\$481,506.09	\$503,882.00	\$22,375.91	\$503,882.00	\$22,375.91
<u>RESERVE EXPENSE</u>								
9890 - Bank Charges - Reserves	\$0.00	\$0.00	\$0.00	\$35.00	\$0.00	(\$35.00)	\$0.00	(\$35.00)
<u>Total RESERVE EXPENSE</u>	\$0.00	\$0.00	\$0.00	\$35.00	\$0.00	(\$35.00)	\$0.00	(\$35.00)
Total Reserve Expense	\$109,614.19	\$60,350.00	(\$49,264.19)	\$481,541.09	\$503,882.00	\$22,340.91	\$503,882.00	\$22,340.91
Reserve Net Income	(\$67,531.11)	(\$18,259.87)	(\$49,271.24)	\$23,579.61	\$1,200.00	\$22,379.61	\$1,200.00	(\$22,379.61)



STATE of WASHINGTON SECRETARY of STATE

I, **Ralph Munro**, Secretary of State of the State of Washington and custodian of its seal, hereby issue this

CERTIFICATE OF AMENDMENT

to

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

a Washington Non Profit corporation. Articles of Amendment were
filed for record in this office on the date indicated below.

U.B.I. Number: 2-344912-7

Date: February 1, 1993

*Given under my hand and the seal of the State
of Washington, at Olympia, the State Capital*

RALPH MUNRO

Ralph Munro, Secretary of State

ARTICLES OF AMENDMENT OF ARTICLES OF INCORPORATION

FILED
STATE OF WASHINGTON

OF

FEB 01 1993

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

RALPH MUNRO
SECRETARY OF STATE

Pursuant to the provisions of the Washington Nonprofit Corporation Act, Chapter 24.03 of RCW, the following Articles of Amendment of Articles of Incorporation are herewith submitted for filing:

ARTICLE I

The name of this corporation is The Providence Point Umbrella Association.

ARTICLE II

The amendment adopted changed Article 5 of the present Articles of Incorporation of The Providence Point Umbrella Association to read as follows:

ARTICLE 5 MEMBERS

The corporation shall have one class of members, which shall consist of all of the Owners of any Unit on a Phase Parcel, all as defined and set forth in the First Amended and Restated Umbrella Declaration and Covenants, Conditions, Restrictions, Easements and Reservations for Providence Point duly recorded with the King County Recorder. Capitalization terms in these Articles of Incorporation shall have the same meaning as set forth in such Umbrella Declaration.

ARTICLE III

There are no members having voting rights with regard to the matter; the date of the meeting of the Board of Directors at which the foregoing amendment was adopted was January 26, 1993; and the foregoing amendment received the vote of a majority of the corporation's directors in office.

DATED this 26 day of January, 1993.



Lucien Moncini, President

ARTICLES OF INCORPORATION

OF

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

The undersigned, acting as incorporator of a corporation under the Washington Nonprofit Corporation Act, adopts the following Articles of Incorporation for the corporation.

ARTICLE 1. NAME

The name of this corporation shall be The Providence Point Umbrella Association.

ARTICLE 2. DURATION

The duration of this corporation shall be perpetual.

ARTICLE 3. PURPOSES

The purpose for which the corporation is organized is to provide an entity for the operation of certain property located in King County, Washington, and to engage in all such activities as are incidental or conducive to the attainment of the objectives of the corporation in all activities which are permitted to be done by a nonprofit corporation under any laws that may now or hereafter be applicable or available to this corporation. The powers of this corporation shall be subject to and shall be exercised in accordance with the provisions of the Umbrella Declaration and Covenants, Conditions, Restrictions, Easements, and Reservations for Providence Point, recorded or to be recorded with the Department of Records and Elections of King County, Washington, as it may from time to time be amended (hereinafter referred to, including as so amended, as the "Umbrella Declaration").

ARTICLE 4. DISSOLUTION

On dissolution or final liquidation of the corporation, the assets of the corporation shall be distributed among the members of the corporation in accordance with the Umbrella Declaration.

ARTICLE 5. MEMBERS

Refer Amendment 1-26-93 attached

~~The corporation shall have one class of members, which shall consist of the Unit Association of each Phase Parcel having a Unit Association or the Owner(s) of any Phase Parcel not subjected to a Unit Declaration. Capitalized terms in these Articles of Incorporation shall have the same meaning set forth in the Umbrella Declaration.~~

ARTICLE 6. REGISTERED OFFICE AND AGENT

The address of the initial registered office of this corporation is 2100 - 112th Avenue N.E., Bellevue, Washington 98004 and the name of its initial registered agent at such address is P. Edward Dean.

ARTICLE 7. DIRECTORS

The number of directors of this corporation shall be fixed by the Bylaws and may be increased or decreased from time to time in the manner specified therein. The initial Board of Directors shall consist of three directors. The names and addresses of the persons who shall serve as directors until the first meeting of the members and until their successors are elected and qualify unless they resign or are removed are:

P. Edward Dean, Jr.
2100 112th Avenue NE
Bellevue, Washington 98004

Gary L. King
2100 112th Avenue NE
Bellevue, Washington 98004

William S. Bryan
2100 112th Avenue NE
Bellevue, Washington 98004

ARTICLE 8. INDEMNIFICATION

To the full extent permitted by the Washington Nonprofit Corporation Act, each member of the board of directors, each member of a corporation committee, each officer of the corporation, the Declarant who filed the Umbrella Declaration, and the managing agent of The

Providence Point Umbrella Association shall be indemnified by the corporation against all expenses and liabilities, including attorneys' fees, reasonably incurred by or imposed in connection with any proceeding to which he may be a party, or in which he may become involved, by reason of holding or having held such position, or any settlement thereof, whether or not he holds such position at the time such expenses or liabilities are incurred, except to the extent such expenses and liabilities are covered by insurance and except in such cases wherein such person is adjudged guilty of willful misfeasance in the performance of his duties; provided, that in the event of a settlement, the indemnification shall apply only when the Board of Directors approves such settlement and reimbursement as being for the best interests of the corporation.

ARTICLE 9. AMENDMENT OF BYLAWS

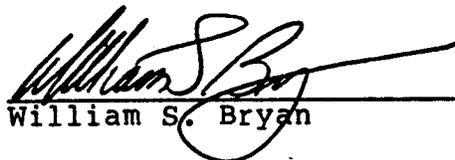
The power to adopt, amend or repeal the bylaws of this corporation or adopt new bylaws shall be limited as provided in Article 5 and Section 19.2 of the Umbrella Declaration.

ARTICLE 10. INCORPORATOR

The name and address of the incorporator are:

William S. Bryan
Swanson-Dean Corporation
2111 112th Avenue NE
Bellevue, Washington 98004

Executed in duplicate this 31st day of May, 1984.



William S. Bryan

CONSENT TO SERVE AS REGISTERED AGENT

I, P. EDWARD DEAN, hereby consent to serve as Registered Agent, in the State of Washington, for The Providence Point Umbrella Association, a Washington non-profit corporation (the "Association"). I understand that as agent for the Association, it will be my responsibility to receive service of process in the name of the Association; to forward all mail to the Association; and to immediately notify the office of the Secretary of State in the event of my resignation, or of any changes in the registered office address of the Association for which I am agent.

May 31, 1984



(Signature of Agent)

2100-112th Avenue N.E.

Bellevue, Washington 98004
(Registered Office Address)

2017F



STATE of WASHINGTON SECRETARY of STATE

I, **Ralph Munro**, Secretary of State of the State of Washington and custodian of its seal, hereby issue this

CERTIFICATE OF AMENDMENT

to

THE PROVIDENCE POINT UMBRELLA ASSOCIATION

a Washington Non Profit corporation. Articles of Amendment were
filed for record in this office on the date indicated below.

U.B.I. Number: 2-344912-7

Date: February 1, 1993

*Given under my hand and the seal of the State
of Washington, at Olympia, the State Capital*


RALPH MUNRO

Ralph Munro, Secretary of State

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
Annual Budget Report
1/1/2025

Accounts	2025 Budget
Income:	
4100 - Homeowner Assessments	\$6,378,785.00
4110 - Village W/O - Labor	\$60,000.00
4115 - Village W/O - Materials	\$13,000.00
4120 - Transportation Income	\$13,500.00
4134 - Activities Ticket Sales	\$82,000.00
4136 - Events Sponsorship	\$1,800.00
4155 - Flat Fee Dues	\$1,371,230.00
4200 - Newsletter Advertising	\$8,500.00
4209 - Pea Patch Income	\$3,900.00
4215 - Facilities Rental Income	\$6,500.00
4225 - SPNW Base Rental Income	\$18,000.00
4230 - SPNW Performance Rent	\$25,000.00
4235 - Senior Choice Rental Income	\$10,200.00
4530 - Move In Fee	\$41,500.00
4610 - Interest Income - Reserve	\$1,100.00
4810 - Village Phone Reimbursements	\$8,874.00
8900 - Transfer to Reserves	(\$780,000.00)
9000 - Transfer From Operating	\$780,000.00
Total Income:	\$8,043,889.00
Expense:	
5110 - Audits	\$30,600.00
5125 - Consulting	\$24,668.00
5130 - Government Affairs Committee	\$10,000.00
5200 - Bad Debt	\$3,000.00
5250 - Bank Charges	\$150.00
5290 - Emergency Readiness Committee	\$559.00
5300 - Memberships / Subscriptions	\$5,500.00
5310 - Staff Salaries	\$1,273,878.00
5312 - PMO Staff - HOAMCO Fee	\$34,579.00
5315 - Staff Payroll Taxes	\$109,299.00
5400 - Insurance: Property & Liability	\$1,452,866.00
5410 - Insurance- D & O	\$20,667.00
5415 - Insurance - Earthquake	\$18,774.00
5420 - Insurance- Misc	\$48,868.00
5425 - Insurance- Auto	\$16,385.00
5500 - Legal-General	\$20,000.00
5505 - Legal - Delinquency	\$3,000.00
5530 - Lien/Collection Costs	\$1,500.00
5545 - Postage Meter Rental	\$1,233.00
5600 - Management Fees	\$93,312.00
5650 - Annual Meeting Expense	\$700.00

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
Annual Budget Report
1/1/2025

Accounts	2025 Budget
5655 - Seminars- Staff / Board	\$3,000.00
5664 - Gate Card/Smart Card Expense	\$3,000.00
5665 - Volunteer Recognition Program	\$1,000.00
5700 - Newsletter	\$750.00
5800 - Office Expense/Supply	\$10,320.00
5810 - Postage	\$7,500.00
5820 - Printing	\$1,750.00
5850 - Communiversity	\$102,816.00
5855 - Welcome Committee	\$500.00
5864 - Ticketed Events	\$90,000.00
5865 - Resident Refreshments	\$1,200.00
5866 - Non-Ticketed Events	\$2,000.00
5870 - President's Expense	\$900.00
5875 - Manager's Expense	\$3,000.00
5900 - Website (Service & Updates)	\$6,300.00
5905 - IT Maintenance (Computers)	\$38,556.00
5910 - Office Equipment Lease (Copiers)	\$30,200.00
5915 - Office Furniture/Equipment	\$1,200.00
5955 - Miscellaneous & Door King	\$6,436.00
6060 - Fire Alarm Monitoring	\$55,290.00
6065 - Community Bldg Fire Alarm Systems	\$1,800.00
6100 - Gate & Building Maintenance	\$12,000.00
6200 - Janitorial	\$65,344.00
6210 - Uniforms	\$1,000.00
6215 - Janitorial Supplies	\$6,000.00
6300 - Landscape	\$20,000.00
6305 - Landscape Maintenance: Trees.	\$120,000.00
6310 - Maintenance Supplies	\$55,000.00
6325 - Landscape- Bark/Mulch	\$105,000.00
6335 - Hanging Baskets	\$4,000.00
6340 - Pea Patch Maintenance & Supplies	\$3,500.00
6350 - Activities- Bus Maintenance	\$3,500.00
6355 - Activities- Bus Licenses	\$450.00
6360 - Activities- Bus Fuel	\$6,200.00
6370 - Maintenance: Truck Repair	\$15,000.00
6373 - Maintenance: Truck Licenses	\$2,140.00
6375 - Maintenance: Fleet Fuel	\$9,000.00
6400 - Pest Control	\$35,000.00
6450 - Clubhouse Pool	\$20,000.00
6500 - General Maintenance	\$50,000.00
6508 - Water Cooler	\$180.00
6509 - Contracted Maintenance - Basic	\$779,084.00

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
Annual Budget Report
1/1/2025

Accounts	2025 Budget
6570 - Irrigation Maintenance	\$85,000.00
6575 - Street Signage	\$500.00
6583 - Contracted Irrigation	\$45,371.00
6590 - Rental Unit Expense	\$885.00
6593 - Specialized Transportation Services	\$2,500.00
6600 - Snow Removal	\$25,000.00
6604 - Supplies: Activities	\$750.00
6605 - Recreational Equipment	\$2,500.00
6615 - Office Furniture/Equipment	\$500.00
6620 - AV Maintenance/Channel 8	\$750.00
6630 - Driver's Expenses	\$1,000.00
6635 - Library Expense	\$650.00
6640 - Restaurant Expense	\$6,400.00
6700 - Elevator	\$6,464.00
6900 - Tools and Equipment	\$2,000.00
6905 - Safety Services Contract	\$417,685.00
7050 - Cable TV	\$1,022,757.00
7106 - Town Hall Electricity	\$38,657.00
7150 - Utilities- Campus Wide	\$39,300.00
7200 - N. Comm Bldg Utilities	\$7,036.00
7205 - S. Comm Bldg Utilities	\$2,937.00
7210 - Clubhouse Utilities	\$73,528.00
7212 - Guardhouse Utilities	\$3,339.00
7215 - Maintenance Bldg Utilities	\$4,398.00
7220 - Maintenance Bldg Refuse	\$8,641.00
7301 - Common Building Propane	\$2,200.00
7502 - Intercom-Bldg 174 - Highland V GL 7502 to Reimb	\$801.00
7503 - Intercom-Bldg 178 - Highland V GL 7503 to Reimb	\$801.00
7504 - Phone Elevator-Bldg - Washington V GL 7504 to Reimb	\$5,816.00
7506 - N. Community Bldg Phone	\$1,156.00
7507 - S. Community Bldg Phone	\$801.00
7509 - Phone Elevator-Bldg 206 - Forest V GL 7509 to Reimb	\$1,456.00
7510 - Telephone - Security Phone	\$4,390.00
7513 - Office/Monitoring Phone Lines	\$9,969.00
7525 - Telephone- Clubhouse	\$284.00
7530 - Staff Cell Phones / Tablets	\$2,290.00
7535 - Staff Cell Phone- Reimbursement	\$3,360.00
7556 - Town Hall Refuse (Trash)	\$7,756.00
7901 - Town Hall Water/Sewer	\$5,090.00
7905 - Surface Water Mgmt Fee	\$190,367.00
7908 - Irrigation Water	\$317,520.00
8600 - Reserve Study	\$21,000.00

THE PROVIDENCE POINT UMBRELLA ASSOCIATION
Annual Budget Report
1/1/2025

Accounts	2025 Budget
8800 - Taxes - Federal	\$16,000.00
8840 - Taxes - Property	\$12,643.00
8845 - Taxes- Property 228th Park	\$87.00
8860 - Taxes - Excise (B & O)	\$11,000.00
9132 - Clubhouse- Exterior Maint (roof)	\$280,000.00
9150 - Driveways, Sidewalks - Reserves	\$100,000.00
9165 - Entry Gates; Controls, Systems, Loops - Reserves	\$40,000.00
9251 - Landscaping; Irrigation Controllers - Reserves	\$86,056.00
9253 - Landscaping; Trees - Reserves	\$10,000.00
9254 - Landscaping- Drainage	\$5,000.00
9450 - Pool, Spa Repair - Reserves	\$21,619.00
9455 - Pool, Spa Equipment - Reserves	\$10,000.00
9495 - Repeater Radio Equipment - Reserves	\$6,000.00
9600 - Street Repair - Reserves	\$192,418.00
9645 - Tennis Court Resurfacing - Reserves	\$17,000.00
9655 - Town Hall: HVAC Heat Pumps - Reserves	\$25,000.00
Total Expense:	\$8,055,882.00
Budget Difference:	(\$11,993.00)

BYLAWS
OF
PROVIDENCE POINT UMBRELLA ASSOCIATION

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The following are Bylaws of the Providence Point Umbrella Association, a Washington nonprofit corporation, ("Association") and elaborates upon the Declaration. These Bylaws provide for the operation of Providence Point, a Condominium (the "Condominium") located in Issaquah, Washington and created pursuant to the provisions of the Washington Condominium Act (RCW Chapter 64.34) ("Act"). These Bylaws apply to the entire Condominium, each Unit therein, and all Common Elements.

ARTICLE 1. DEFINITIONS

Section 1.1 Definitions. Unless otherwise specified herein, all capitalized terms herein shall have the same meaning as set forth in the Second Amended and Restated Umbrella Declaration. The term "Members" shall have the meaning set forth in the Section 5.1 of the Umbrella Declaration. These Umbrella Bylaws shall be administered by a majority vote of the Board of Directors.

Section 1.2 "Member in Good Standing" means a Member who is current on payment of all regular and special Assessments, and who has not been determined by the Umbrella Board to be in violation of the Declaration, Bylaws or Rules following an opportunity to be heard by the Umbrella Board or a hearing panel appointed by the Umbrella Board.

Section 1.3 Proxy. Grants authority to a person to vote or be counted for quorum purposes only at an association meeting on behalf of an owner. A proxy does not confer a "Power of Attorney".

ARTICLE 2. APPLICATION OF BYLAWS AND ASSENT OF OWNERS

Section 2.1 Application. These Bylaws apply to the Condominium Association situated on the real property as described in the Umbrella Declaration.

Section 2.2 Assent. All present or future Owners, tenants or any other person using the facilities of Providence Point in any manner are subject to the regulations set forth in these Bylaws. The mere acquisition or rental of any of the Units in Providence Point, or the mere act of occupancy of one of the Units shall constitute ratification of these Bylaws.

ARTICLE 3. PURPOSE AND POWERS

Section 3.1 Purpose. The purpose of the Umbrella Association is to administer the Condominium Association pursuant to applicable provisions of the Act and the Governing Documents and to act as the governing body for all of the Owners for the maintenance, repair, replacement, administration, and operation of the Condominium, and all other property the Umbrella Association is required or permitted to maintain by the Declaration.

Section 3.2 Powers. The Umbrella Association shall have the powers enumerated in the Act, in the Declaration, and in these Bylaws.

Section 3.3 Delegation. The Umbrella Association Board of Directors or Officers has the right to delegate any power and/or duty to an employee of the Umbrella Association, managing agent or other qualified person.

ARTICLE 4. MEMBERSHIP, REGISTER AND VOTING

Section 4.1 Membership. The Owners of Units in the Condominium shall constitute the Owners Association. Ownership of a Unit shall be the sole qualification for Membership in the Association. Corporations, partnerships, associations, and other legal entities, trustees under an express trust, and other fiduciaries as well as natural persons may be Members of the Association. Each Unit is entitled to one Membership in the Umbrella Association. Owners of a Unit as joint tenants, tenants-in-common, community property, or other type of mutual ownership involving more than one Owner, shall be joint Members of the Umbrella Association, but the sum total of their votes shall not exceed the voting power allocated to the Unit owned. Members of the Umbrella Association shall, upon request, furnish the Umbrella Board with copies of any documents under which they assert ownership of a Unit or any interest therein, and any mortgages thereon.

Section 4.2 Persons Under Disability. Persons declared legally incompetent shall be eligible for Membership in the Umbrella Association, if otherwise qualified, but shall not be permitted to vote except through a legally appointed, qualified and acting guardian of their estate, voting on their behalf.

Section 4.3 Transfer of Membership. The Umbrella Association Membership of each Owner shall be appurtenant to the Unit giving rise to the Membership, and shall not be assigned, transferred, pledged, hypothecated, conveyed or alienated except upon transfer of title to the Unit and then only to the transferee of title to the Unit. Any attempt to make a prohibited transfer shall be void. Any transfer of title to a Unit shall operate to automatically transfer the Membership in the Umbrella Association appurtenant to the Unit to the new Owner of the Unit.

Section 4.4 Register of Members. The Umbrella Board shall cause a register to be kept containing the names and addresses of all Members of the Umbrella Association. Persons who purchase an interest in a Unit shall promptly inform the Umbrella Board of their interest.

Section 4.5 Registration of Mailing Address. Each Owner shall notify the Umbrella Association of an address to be used by the Umbrella Association for purpose of notice ("Registered Address"). Multiple Owners of a Unit shall designate a single Registered Address to be used by the Umbrella Association. The Registered Address shall be used for mailing of monthly statements, notices, demands and all other communications.

4.5.1 Use of the Registered Address by the Umbrella Association for giving of notice shall be sufficient to constitute notice to any Person, firm, corporation, partnership, association, or other legal entity or any combination thereof, which owns the Unit or an interest in the Unit. The Registered Address shall be provided by the Owner to the secretary of the Umbrella Association within five days after receipt of title or interest in the Unit. The registration shall be in written form and signed by all Owners of the Unit, or by the Person(s) authorized by law to represent the interests of all of the Owners.

4.5.2 If no Registered Address is provided, or if all the Owners cannot agree, the address of the Unit shall be the Registered Address until a new Registered Address is furnished as required under this paragraph. The Registered Address may be changed in the manner prescribed by Section 4.5.1,

4.5.3 Owners may supply information to the Umbrella Association so that they may receive notice by Electronic Means in lieu of by mail consistent with the Non-Profit Corporation Act.

Section 4.6 Voting.

4.6.1 Number of Votes. The total number of votes equals the total number of Units in the Umbrella Association and the total number of votes available to the Owner or Owners of each Unit shall be equal to **one** vote for each Unit owned; except that no votes will be allocated to any unit owned by a Village Association or the Umbrella Association.

4.6.2 Voting at Meetings; Proxies. Votes may be cast in Person or by proxy. Proxies shall be in writing. Proxies must be filed with the secretary before the appointed time of each meeting. No proxy shall be valid for a period longer than eleven (11) months after the date thereof. Related parties may vote if written notice (proxy) has been sent to the secretary by the Unit Owner designating the related parties such authority, renewable every eleven (11) months.

4.6.3 Voting by Multiple Owners. If only one of the multiple Owners of a Unit is present at a meeting of the Umbrella Association, that Owner is entitled to cast all the votes allocated to that Unit. The vote for a Unit must be cast as a single vote.

4.6.4 Voting by Mail. The Umbrella Board may decide that voting of the Owners shall be by mail and without a meeting of the Umbrella Association with respect to the adoption of any proposed amendment to the Declaration, or with respect to any other matter for which approval by the Owners is required by the Washington Condominium Act, the Declaration or the Bylaws, in accordance with the following procedure:

a. The secretary shall give written notice and one written ballot per Unit to the Unit Owner (or the Unit's voting proxy, if applicable), which notice shall include the text of any proposed amendment to the Declaration or a proposed resolution for action which sets forth a description of the proposed action. The notice shall state that the Owners are entitled to vote by mail for or against the proposal by delivering the completed enclosed ballot to a specified address on or before a specified date not less than ten (10) days after delivery of notice to the Owners (the "Deadline"). Ballots which are received more than fourteen (14) days after the Deadline shall not be effective.

b. With respect to issues on which voting is conducted by mail, the submission of valid ballots representing 25% of the total voting power shall constitute a quorum for voting by mail.

c. Any proposal shall be adopted if a quorum for voting by mail is represented and the proposal is approved by the affirmative vote of not less than a majority of the votes cast on such question, unless a greater or lesser voting requirement is established by the Washington Condominium Act, the Declaration or the Bylaws and unless the consent of the Eligible Mortgagees has not been obtained as required by the Washington Condominium Act, or the Declaration.

d. Delivery of a vote in writing to the specified address shall be equivalent to receipt of a vote by mail at such address for the purpose of this Section.

4.6.5 Voting by Electronic Means. The Umbrella Board may decide that voting of the Owners may be made by Electronic Means as may be provided for by the Washington Non-Profit Corporation Act RCW 24.03. Procedures consistent with that Act may be adopted by the Umbrella Board to conduct votes which meet the intention of the Bylaws to provide adequate notice and opportunity to vote to the members consistent with the intent of the Declaration and Bylaws.

ARTICLE 5. MEETINGS OF MEMBERS OF THE ASSOCIATION

Section 5.1 Meeting Place. All meetings of the Members shall be held at any reasonable place set by the Umbrella Board. The place for any Meeting shall be stated in the notice of the Meeting.

Section 5.2 Annual Meetings; Audits.

5.2.1 Annual Meeting. There shall be an Annual Meeting of the Members of the Umbrella Association during the month of January on a date designated by written notice of the Umbrella Board delivered to the Owners not less than thirty (30) nor more than fifty (50) days prior to the date fixed for the Meeting.

At the Annual Meeting, the Umbrella Board shall present the Owners with the annual financial report of the Umbrella Association for the preceding fiscal year which shall be prepared in accordance with generally accepted accounting principles. The Umbrella Board shall also present the Owners with a budget itemizing the estimated Common Expenses for the present fiscal year, unless a separate budget ratification Meeting is held for that purpose. The Owners may also transact such other business on the Board approved agenda of the Umbrella Association.

Section 5.3 Quorum. Except as otherwise provided in these Bylaws, the presence in Person or by proxy of twenty five (25%) percent of the total voting power at a Meeting or participating in a vote by mail constitute a quorum. An affirmative vote of a majority of the Owners present, either in Person or by proxy, shall be required to transact business.

Section 5.4 Adjourned Meetings. If the required quorum is not present at any Meeting of the Umbrella Association, the Owners who are present either in Person or by proxy may adjourn the Meeting to a time not less than forty-eight (48) hours from the time the original Meeting was called.

Section 5.5 Attendance Sheet. Prior to the commencement of any Meeting of the Association, a sign-in sheet shall be provided for attendees to confirm the presence of a quorum at the Meeting. A roll call of attendees may substitute for the sign-in sheet.

Section 5.6 Order of Business. The order of business at all Meetings of the Owners shall be as follows, unless suspended by a majority of votes cast:

- (a) Verification of Quorum;
- (b) Approval of minutes of preceding Meeting;
- (c) Reports of officers;
- (d) Reports of committees;
- (e) Unfinished business;

- (f) New business;
- (g) Adjournment.

Section 5.7 Rules of Order. The Umbrella Association and Umbrella Board shall be governed by the parliamentary procedures proscribed in Robert's Rules of Order, latest edition.

Section 5.8 Special Meetings. A Special Meeting of the Umbrella Association may be called by the president, upon the written request of a majority of the Umbrella Board, or upon the written request of Owners having not less than twenty percent (20%) of the votes in the Umbrella Association and on not less than ten (10) nor more than sixty (60) days advance notice of the Meeting. No business shall be transacted at a Special Meeting except as stated in the notice.

Section 5.9 Notice of Meetings. Written notice of any Meeting of the Umbrella Association shall be provided in accordance with Article 10 of these Bylaws. It shall be the duty of the secretary to mail a notice or send by electronic delivery to those who have requested notice of each Annual and/or Special Meeting to each Owner of record at the Registered Address not less than thirty (30) but not more than fifty (50) days prior to such Meeting. The notice of any Meeting shall state the time and place of the Meeting and the items on the agenda to be voted on by the Members, including the general nature of any proposed amendment to the Declaration or Bylaws, changes in the previously approved budget that result in a change in Assessment obligations, and any proposal to remove a director or officer.

ARTICLE 6. BOARD OF DIRECTORS

Section 6.1 Number. The affairs of the Umbrella Association shall be governed by a Board of Directors which shall be composed of nine (9) Directors, elected by the Village Associations, all members of whom must be Unit Owners or designees (related parties). Villages with 200 or more Units shall have two (2) Directors. The number of members may be increased or decreased at any time by amendment of the Bylaws, but no decrease shall have the effect of shortening the term of any incumbent member.

Section 6.2 Election and Term of Office. Umbrella Directors shall take office at the end of the Annual Meeting of the Umbrella Association, which is held in January of each year.

Board terms are for two years. They start on odd and even numbered years as follows:

Center	One odd year and one even year
Forest	One odd year and one even year
Garden	Odd year
Highland	Even year
Hilltop	Even year
Meadow	Even year
Washington	Odd year

6.2.1 When Elections are Held. Each Village Association shall, prior to the Annual Meeting of the Umbrella Association, elect the number of Umbrella Directors to which the Village Association is entitled. In the event any Umbrella Director dies, becomes incapacitated, resigns, or is no longer qualified to serve as an Umbrella Director under Section 6.2.3, the Board of the affected Village shall promptly, after such event, appoint a successor who shall serve until the next election.

6.2.2 How Elections are Conducted. Members of each Village Association shall elect the Umbrella Board Directors for that Village. Umbrella Board Directors may only serve two successive two-year terms. When leaving the Umbrella Board, Directors may not be eligible for reelection for two years. Umbrella Board Directors may become officers immediately following their term as a Board Director.

6.2.3 Qualifications for Umbrella Directors. The individuals selected to the position of Umbrella Director need not be a member of a Village Board, but shall be selected from among the Resident Unit Owners or related parties of that Village. Only Members in good standing may be elected to the Umbrella Board. If any Umbrella Director loses his/her qualification as a Resident Unit Owner, s/he shall automatically be deemed to have resigned his/her post as Umbrella Director, effective immediately. To qualify to serve on the Umbrella Board a Member must qualify for coverage with fidelity insurance. Members with a past criminal history are not permitted to serve on the Umbrella Board.

6.2.4 Alternate or Substitute Umbrella Directors. In the event an Umbrella Director elected by a Village Association is absent from a meeting of the Umbrella Board, the elected alternate Umbrella Director may serve as the Umbrella Director for the Village Association during the other Umbrella Director's absence. The alternate Umbrella Director shall be elected in the same manner as other Umbrella Directors and in accordance with Section 6.2.2. The alternate Umbrella Director shall have all rights and privileges of the absent Umbrella Director, including the right to vote as provided in Section 5.2.7 of the Declaration. Alternates will serve the same term as the regular Directors. There are no term limits for Alternate Umbrella Board Directors.

Section 6.3 Powers and Duties. The Umbrella Board of Directors shall have the powers and duties provided for the administering authority of the Condominium in the Horizontal Property Regimes Act, the Condominium Act, the Umbrella Declaration, and these Bylaws together with all other powers necessary for the administration of the affairs of the Umbrella Association.

Section 6.4 Removal of Board Directors. Village Associations may remove and replace their Umbrella Association Directors by procedures provided for in the Village Declarations and bylaws.

Section 6.5 Organizational Meeting. The first Meeting of a newly elected Umbrella Board shall be held immediately following the Annual Meeting and no notice shall be necessary to the newly elected Umbrella Board Directors in order to legally constitute such Meeting.

Section 6.6 Regular Meetings. Regular Meetings of the Umbrella Board may be held at such time and place as shall be determined, from time to time, by a majority of the Umbrella Board Directors, but at least two such Meetings shall be held during each fiscal year, one of which shall be the organizational Meeting as per Section 6.5 above. Notice of regular Meetings of the Umbrella Board shall be given to each Umbrella Board Member, personally or by mail, or by electronic means consistent with the Non-Profit Corporation Act, at least three (3) days prior to the day named for such Meeting. Notice to the Membership of Meeting times and location shall be posted or sent electronically so as to inform the Members of the Meetings.

Section 6.7 Special Meetings. Special Meetings of the Umbrella Board may be called by the president on three (3) days' notice to each Umbrella Board Member, given personally or

by mail, telephone or email, which notice shall state the time, place (as hereinabove provided) and purpose of the Meeting. Special Meetings of the Umbrella Board shall be called by the president or secretary in like manner and on like notice on the written request of at least two (2) Umbrella Board Directors. Notice to the Membership of Meeting times and location shall be posted or sent electronically so as to inform the Members of the Meetings.

Section 6.8 Executive Sessions. The Umbrella Board reserves the right to conduct executive sessions whenever it sees fit. Upon the affirmative vote in open meeting to assemble in closed session, the Board of Directors may convene in closed executive session to consider personnel matters; consult with legal counsel or consider communications with legal counsel; discuss legal matters or legal documents, and discuss likely or pending litigation, matters involving possible violations of the governing documents of the Association, and matters involving the possible liability of an Owner to the Association. The motion shall state specifically the purpose for the closed session. Reference to the motion and the stated purpose for the closed session shall be included in the minutes. The Board of Directors shall restrict the consideration of matters during the closed portions of meetings only to those purposes specifically exempted and stated in the motion. No motion, or other action adopted, passed, or agreed to in closed session may become effective unless the Board of Directors, following the closed session, reconvenes in open meeting and votes in the open meeting on such motion, or other action which is reasonably identified.

Section 6.9 Emergency Meetings. Emergency Meetings of the Umbrella Board may be called by the President, Vice President, or requested by two or more Directors to the Secretary who would be obligated then to call an emergency meeting. Emergency meetings may be called without notice to the members. Any actions taken at an emergency meeting must be ratified at the next regular meeting of the Board.

Section 6.10 Work Sessions. The Umbrella Board may conduct work sessions to discuss any topic(s) when called by the President or 2 or more members of the Board of Directors with a minimum 72 hour notice. The work sessions do not require prior notification to the membership, however, the Umbrella Board may choose to invite the association members to observe. No voting shall take place.

Section 6.11 Expected Conduct and Conflicts of Interest. Nothing in the Governing Documents shall be construed to authorize the Umbrella Association or the Umbrella Board to enter into any contract, employment, or other transaction between the Umbrella Association and one or more of its Directors, interested parties, relatives, friends, acquaintances or any other corporation, firm, association, related parties, family, or entity in which one or more of its Directors are Directors or officers or are financially interested, and any such contract, employment, or other transaction shall be void unless, after the fact of such relationship or interest is disclosed or known to the Board of Directors, and the contract, employment, or transaction is fair and reasonable to the Umbrella Association

Section 6.12 Actions Without a Meeting. Any action required or which may be taken at a Meeting of the Umbrella Board or a committee may be taken without a Meeting if all of the directors or all of the members of the committee consent to the action to be taken in writing. E-mail communication is sufficient to satisfy the writing requirement of this section. Any such action taken shall be ratified by motion at the next Regular or Special Meeting of the Umbrella Board.

Section 6.13 Attendance by Electronic Means. Attendance may be held for any Meeting of the Umbrella Board or any committee by means of a conference telephone or other communications equipment by which all Persons participating in the Meeting can hear each other at the same time. Any actions taken at an Electronic Meeting shall be ratified at the next regular Umbrella Board Meeting.

Section 6.14 Open Meetings. All regular Meetings of the Umbrella Board shall be open to the Membership to attend and listen to the Meeting. Open Meetings need not provide an opportunity for the Membership to be heard by the Umbrella Board, nor need any participation by the Membership be allowed by the Umbrella Board.

Section 6.15 Waiver of Notice. Attendance by an Umbrella Board Member at any Meeting of the Umbrella Board shall be a waiver of notice by him or her of the time and place thereof. If all the Umbrella Board Members are present at any Meeting of the Umbrella Board, no notice shall be required and any business may be transacted at such Meeting.

Section 6.16 Quorum. At all Meetings of the Umbrella Board, presence of fifty percent (50%) of Umbrella Directors shall constitute a quorum for the transaction of business, and the acts of the majority of the Umbrella Board Directors present at a Meeting at which a quorum is present shall be the acts of the Umbrella Board. If, at any Meeting of the Umbrella Board, there be less than a quorum present, the majority of those present may adjourn the Meeting.

Section 6.17 Dissent. An Umbrella Board Director who is present at a Meeting of the Umbrella Board at which action on a matter is taken shall be presumed to have assented to that action unless his or her dissent is entered into the minutes of the Meeting, or unless he or she files a written dissent to that action with the Secretary before the minutes of the Meeting are approved. Once the Board has taken action, it is each Director's duty to respect the authority of the Board by not undermining majority decisions or any enacted policy.

Section 6.18 Committees. Standing committees may be appointed by the Umbrella Board and invested with reasonable powers as the Umbrella Board sees fit. Other committees, not having or exercising the authority of the Umbrella Association, may be appointed by the president or the Directors. The delegation of authority to a committee shall not relieve the Umbrella Board or any Umbrella Director of any responsibilities imposed by law.

Section 6.19 Compensation. No Umbrella Board Member shall receive compensation for serving as an Umbrella Board Member. An Umbrella Board member may be reimbursed for out of pocket expenses for fuel, copies, or office supplies etc. for official Umbrella Association business.

ARTICLE 7. OFFICERS

Section 7.1 Designation. The officers of the Umbrella Association shall be a president, a vice-president, a secretary and a treasurer, all of whom shall be elected by the Umbrella Board. The Directors of the Umbrella Board may appoint from the Umbrella Association Membership such other officers as in their judgment may be necessary or desirable. Two or more offices may be held by the same Person, except that a Person may not hold the offices of the president and secretary simultaneously. The office of vice-president need not be filled.

Section 7.2 Election of Officers. The officers of the Umbrella Association shall be elected by a majority vote of the Umbrella Board of Directors for a two-year term at an October or November regular meeting. The Umbrella officers shall hold office at the pleasure of the Umbrella Board. The president may not be elected to a second consecutive term in the same position, but may be elected to another officer position, such as vice president for a two-year term. Following the term as president, the president may not be elected to a Director position for two years after leaving office. The other officers have no term limits.

Section 7.3 Voting Positions. Members of the same household may not hold voting positions on the Umbrella Board at the same time.

Section 7.4 Removal of Officers. Upon an affirmative vote of a majority of the Directors of the Umbrella Board, any officer may be removed, with or without cause, and his/her successor elected at any Regular Meeting of the Umbrella Board or any Special Meeting of the Umbrella Board called for such purpose.

Section 7.5 President. The president shall be the chief executive officer of the Umbrella Association. He or she shall preside at all Meetings of the Umbrella Association and the Umbrella Board. He or she shall have all of the general powers and duties which are usually vested in the office of the president of a nonprofit association. He or she shall have the power to prepare proposed amendments and execute ratified amendments to the Declaration on behalf of the Umbrella Association. In accordance to Robert's Rules of Order, the president may make and second motions and vote on all business presented before the Umbrella Board.

Section 7.6 Vice-President. A vice-president shall have all the powers and authority and perform all of the functions and duties of the president in the absence of the president or his or her inability for any reason to exercise such powers and functions or perform such duties. The vice-president shall have the powers, and discharge the duties assigned from time to time by the Umbrella Board. Additional vice-presidents may be elected to perform specific duties.

Section 7.7 Secretary. The secretary shall keep the minutes of Meetings of the Umbrella Board and minutes of Meetings of the Umbrella Association; he or she shall have charge of such books and papers as the Umbrella Board may direct; and he or she shall in general perform all the duties incident to the office of secretary. The secretary shall compile and keep up to date at the principal office of the Umbrella Association a complete list of Members and their Registered Addresses as well as a list of the Board Members names, titles and addresses. The secretary shall have the power to prepare amendments or cause to be prepared amendments and certify ratified amendments to the Declaration on behalf of the Umbrella Association. The Umbrella Board may appoint one or more assistant secretaries to perform any or all of the duties of the secretary. The Secretary is the highest ranking officer in the absence of the President or Vice President and performs the duties of the President unless the Umbrella Board delegates another member of the Board or Officer. The Assistant Secretary will then perform the duties of the Secretary.

The responsibilities defined above may be delegated by the Umbrella Board to the Managing Agent or other qualified person.

Section 7.8 Treasurer. The treasurer shall have responsibility for Umbrella Association funds and shall be responsible for keeping full and accurate accounts of all receipts and disbursements in books belonging to the Umbrella Association in accordance with Section 8.5 of these Bylaws. He or she shall be responsible for the deposit of all monies and other

valuable effects in the name and to the credit of the Umbrella Association in such depositories as may from time to time be designated by the Umbrella Board. The Umbrella Board may appoint one or more assistant treasurers to perform any or all of the duties of the treasurer.

The responsibilities defined above may be delegated by the Umbrella Board to the Managing Agent or other qualified person. The treasurer will act as a financial advisor to the Umbrella Board.

Section 7.9 Officer Nominations. Officers for the Umbrella Board shall be nominated by a Nomination Committee composed of the seven Village presidents, or his or her representative. In the event that a Village has co-presidents, only one president shall participate on the Nominating Committee.

Section 7.10 Other Officers and Employees. Other officers and employees of the Umbrella Association shall have such authority and shall perform such duties as the Umbrella Board may prescribe within the provisions of the applicable statutes, the Declaration, and the Bylaws.

Section 7.11 Delegation. In the case of absence or inability to act of any officer of the Umbrella Association and of any Person authorized in the Bylaws to act in his or her place, the Umbrella Board may delegate the powers or duties of that officer to another officer, Director, or other Person whom it may select. In the absence of the President and Vice President, the Secretary is the highest ranking officer and performs the duties of the President until such time the President or Vice President returns.

Section 7.12 Vacancies. Vacancies in any office arising from any cause may be filled by the Umbrella Board at any Regular or Special Meeting of the Umbrella Board.

Section 7.13 Standard of Care. Directors and Officers of the Umbrella Association shall act on behalf of the Association. In the performance of their duties, officers and directors of the Umbrella Association are required to exercise ordinary and reasonable care.

ARTICLE 8. FINANCE - BUDGET - HANDLING OF FUNDS

Section 8.1 Budget and Common Expenses. The Umbrella Board shall from time to time, and at least annually, prepare a budget for the Condominium, determine the amount of Assessments required to meet common expenses of the Condominium, and allocate an Assessment of such common expenses against the Owners, according to their respective percentage interests as defined by the Declaration. The budget may be adopted at any regular Meeting of the Umbrella Board or any Special Meeting of the Umbrella Board called for that purpose. The common expenses shall include, among other things, the cost of all insurance premiums on all policies of insurance required to be of which have been obtained by the Umbrella Board pursuant to the Declaration and these Bylaws. The common expenses may also include such amounts as the Umbrella Board may deem proper for the operation and maintenance of the Condominium property, including, without limitation, an amount of working capital, for general operating expenses, for long-term reserve funds for replacements and repairs, and to make up any deficit in the common expenses for any prior year, all in accordance with Article 8 of the Declaration. The Umbrella Board shall advise each Owner in writing of the amount of common charges payable by the Owner.

Section 8.2 Budget Summary. Within thirty (30) days after adoption of any proposed budget, the Umbrella Board shall provide a summary of any proposed budget to all Owners and shall set a date for a Meeting of the Umbrella Association to consider ratification of the budget not less than thirty days (30) nor more than sixty (60) days after mailing the meeting notice. Unless at that Meeting, the Owners of units representing at least eighty percent (80%) of the total number of Units subjected to the Declaration reject the budget, the budget is ratified, whether or not a quorum is present. In the event the proposed budget is rejected or the required notice is not given, the periodic budget last ratified by the Unit Owners shall be continued until such time as the Unit Owners ratify a subsequent budget proposed by the Umbrella Board.

Section 8.3 Depositories. The monies of the Umbrella Association shall be deposited in the name of the Umbrella Association in federally insured depositories designated by the Umbrella Board, and shall only be drawn out by the treasurer or Board authorized bank account signatory. The treasurer shall deposit all funds of the Umbrella Association to the account of the Umbrella Association promptly, and in all events within five (5) business days of the receipt thereof. The power to deposit and withdraw money from the Umbrella Association's general or operating account may be delegated by the Umbrella Board to Managing Agent.

Section 8.4 Accounts and Investment of Funds. The funds of the Umbrella Association shall not be commingled with the funds of any other person or entity. The reserve funds may be combined in one or more savings accounts, certificates of deposit, or other accounts or deposits. Subject to the discretion of the Umbrella Board, overall management of the account(s) that contain the funds of the Umbrella Association and the funds in those accounts shall be the responsibility of the treasurer. The treasurer may open such account(s) and adopt any procedures he or she and the Umbrella Board deem advisable to properly secure the accounts and funds of the Umbrella Association.

Section 8.5 General Account. The treasurer shall establish a checking account in the name of the Umbrella Association in a commercial bank to be known as the general or operating account. This account will contain funds to provide for the current operations of the Condominium, and will receive all monthly Assessments and all income and other funds received by the Umbrella Association. Checks shall be issued from this account for all management, maintenance, and operation expenditures necessary for the Condominium, as well as funds designated to the reserve fund for common elements.

Section 8.6 Reserve Fund for Common Elements. The Umbrella Association shall establish an account in its name to be known as the Reserve Fund for Common Elements. The treasurer shall deposit to this Reserve account amounts reasonably anticipated to be required for the periodic maintenance, repair and replacement of Common Elements as determined by the Umbrella Board. Any checks issued from the Reserve Fund shall be executed by at least two Umbrella Board Members, appointed by the Board of Directors as designated check signers.

Section 8.7 Records - Financial Reports. Complete and accurate books and records of the receipts and expenditures of the Umbrella Association shall be kept in accordance with generally accepted accounting principles, and annual financial statements prepared in accordance with generally accepted accounting principles shall be made available for inspection upon the request of any Owner, together with an audit by an independent certified public accountant if one has been prepared. In addition to the annual financial statements, a balance sheet and revenue and expense statement of the Umbrella Association, prepared on an accrual basis, shall be prepared at least quarterly and made available for inspection upon the request of

any Owner. The books and records of the Umbrella Association as defined by the Association in its policies, shall be maintained by the treasurer in the location designated by the Umbrella Board. Except as otherwise protected from disclosure by applicable law, the books and records of the Umbrella Association shall be made available to any Owner upon written request within eleven business (11) days. The books and records shall be made available for inspection within forty-eight (48) hours during the business week of a written request of any Umbrella Board Member.

Section 8.8 Surplus Funds. Any surplus funds of the Umbrella Association remaining after payment of or provision for common expenses and any prepayment of reserves shall, in the discretion of the Umbrella Board, either be paid to the Owners in proportion to their common expense liabilities or transferred to reserves.

Section 8.9 Cash Transactions. Petty cash accounts and cash received from fund raising events shall be handled in accordance with procedures outlined in Financial Management Policy Resolution.

ARTICLE 9. INDEMNIFICATION

The Umbrella Association shall indemnify any Person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative, or investigative (other than an action by or in the right of the Umbrella Association) by reason of the fact that he or she was an Umbrella Director, officer, committee member, employee or agent of the Umbrella Association against expenses (including attorneys' fees). This indemnification shall be strictly limited to indemnify Persons acting only in their capacities as Director, officer, committee member, employee or agent of the Umbrella Association.

The Umbrella Board may expend such funds as it considers reasonable to defend any current or former Umbrella Board Member against whom litigation or threats of litigation have been made due to the actions of that Person in their capacity as an Umbrella Board Member.

ARTICLE 10. NOTICES

Except as may otherwise be required by law or be specifically provided in the Umbrella Declaration or these Bylaws, any notice to any Owner, Mortgagee, Director, or officer shall be made as provided for in the Umbrella Declaration. The address for purposes of notice to an Owner shall be designated or changed as provided in Section 4.5 of these Bylaws. Notice to be given to the Umbrella Board may be given personally to the president or secretary or mailed to the registered agent of the Umbrella Association as documented by the Washington Secretary of State.

ARTICLE 11. MORTGAGES

Section 11.1 Notice to Umbrella Association. An Owner who Mortgages his or her Unit shall notify the Umbrella Association through the Managing Agent, or the Property Management Office (PMO), giving the name and address of his/her Mortgagee. If an Owner pays his/her mortgage in full, he/she shall notify the managing agent or PMO Office (PMO). The Umbrella Association shall maintain such information in Property Management Office records entitled "Mortgagees of Units."

Section 11.2 Notice of Unpaid Assessments. The Umbrella Association shall at the request of a Mortgagee of a Unit report any unpaid Assessments due from the Owner of such Unit.

ARTICLE 12. ADOPTION AND AMENDMENT OF BYLAWS

Bylaws and amendments thereto for the administration of the Umbrella Association and the property for other purposes not inconsistent with the Act or with the intent of the Declaration shall be adopted as provided for in Declaration Section 5.9.

ARTICLE 13. RULES AND REGULATIONS AND POLICY RESOLUTIONS

Section 13.1 Adoption and Amendment of Rules, Regulations and Policy Resolutions. A majority of the Umbrella Board may from time to time adopt and amend reasonable rules, regulations and policy resolutions per Declaration section 7.1 and 7.1.1 that is necessary or desirable to ensure compliance with the Declaration or to supplement the Bylaws, or to regulate the use, occupancy, and maintenance of the Condominium. Such rules, regulations and policy resolutions shall be binding on all Owners, tenants, and occupants of the Condominium. New rules, regulations or policy resolutions, or amendment or additions to such may be proposed for consideration by the President or by a majority of the Board. Owners who wish to propose a new rule, regulation or policy resolution, or amendment or addition to such, shall present their proposal in writing to any Board member or the General Manager. The proposal is then vetted for legal qualification before being presented to the Umbrella Board. An owner will be notified in writing if the proposal is not lawfully possible or if it conflicts with the Umbrella Association Declaration or state law.

Section 13.2 Distribution of Declaration Amendments, Bylaws, Rules, Regulations and Policy Resolutions. The aforementioned documents will be distributed to all owners, tenants, and occupants of the Condominium when they move into the Condominium and when there are material changes to any of these documents. Distribution may be by mail, email, or as requested.

ARTICLE 14. RULES ENFORCEMENT PROCEDURES

The Umbrella Board shall adopt late fees for late payment of assessments and create a schedule of fines for violations of the Declaration, Bylaws, Rules and Regulations, or policy resolutions. Such schedule shall be furnished to all Owners. The Umbrella Board or its designated Managing Agent may assess fines in accordance with that schedule following notice to the offending party of the violation, and providing an opportunity to the offending party to be heard by the Umbrella Board or a representative designated by the Umbrella Board.

The Umbrella Board may adopt procedures for conducting hearings to provide Owners an opportunity to present information to the Umbrella Board following notice of a violation, in advance of a final decision being made by the Umbrella Board regarding the violation or the amount of fine to be assessed against a Unit Owner for any particular violation. A failure by the offending party to request a hearing following notice of the violation shall allow the Umbrella Board or its designated Managing Agent to assess fines in accordance with the previously furnished fine schedule.

ARTICLE 15. CONFLICT WITH DECLARATION OR LAW

These Bylaws are intended to comply with and supplement the requirements of the Washington Horizontal Property Regimes Act, the Washington Condominium Act and the Umbrella Declaration. If any of these Bylaws conflict with the provisions of said statutes or the Umbrella Declaration, the provisions of the statutes and Umbrella Declaration will apply, and that particular section of the Umbrella Bylaws will be stricken. The remaining portions of the Umbrella Bylaws shall remain in full force and effect.

ARTICLE 16. NONPROFIT ASSOCIATION

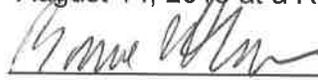
This Umbrella Association is a not-for-profit corporation – no part of the income of which is distributable to its residents, Members, Directors or Officers. No resident or Member of this Association shall be paid a salary or compensation for a permanent or full-time position as an employee of the Association, but the Association may pay compensation in a reasonable amount to its residents, Members, Directors or Officers for temporary services rendered to the Association, and may pay to a resident, Member, Director or Officer reasonable expenses incurred in rendering services and benefits to the Association.

ARTICLE 17. FISCAL YEAR

The fiscal year of the Umbrella Association shall begin on January 1, and end on December 31st.

THESE UMBRELLA BYLAWS, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF THE UMBRELLA BYLAWS.

ADOPTED ON: August 14, 2018 at a Regular Meeting of the Board.



Bruce D. Eder - President

Recorded at the Request of
And after Recording Return to:

Condominium Law Group, PLLC
10310 Aurora Ave N
Seattle, WA 98133

UMBRELLA ASSOCIATION

SECOND AMENDED AND RESTATED UMBRELLA DECLARATION

AND

COVENANTS, CONDITIONS, RESTRICTIONS, EASEMENTS
AND RESERVATIONS

FOR

PROVIDENCE POINT

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SECOND AMENDED AND RESTATED UMBRELLA DECLARATION
AND COVENANTS, CONDITIONS,
RESTRICTIONS, EASEMENTS AND RESERVATIONS
FOR
PROVIDENCE POINT

RECITALS

A Condominium Declaration submitting real estate to the Horizontal Property Regimes Act of the State of Washington (Revised Code of Washington, Chapter 64.32) entitled "Umbrella Declaration and Covenants, Conditions, Restrictions and Reservations for Providence Point" was recorded June 27, 1984 under recording number 8406270803 in King County, Washington, (hereinafter, the "Original Declaration"), together with the Survey Map and Plans recorded on June 27th, 1984 under recording number 8406270801 in Volume 70 of Condominiums, Pages 82 through 85, inclusive, in King County, State of Washington.

The Original Declaration has been previously amended by the instruments recorded in King County, Washington under the recording numbers listed in Exhibit A.

Pursuant to Section 18.8 of the First Amended and Restated Declaration, the Board approved this Second Amended and Restated Declaration and submitted the same to the Owners for a vote in accordance with Section 5.10 of the First Amended and Restated Declaration.

The vote process was concluded on May 31, 2011, and Owners holding at least 67% of voting power in the Umbrella Association approved this Amended and Restated Declaration.

Pursuant to Section 18.4 of the First Amended and Restated Declaration, this Amendment shall not affect the rights expressly conferred upon Mortgagees in the Original Declaration with respect to any unsatisfied Mortgage duly recorded prior to the recording of this Second Amended and Restated Declaration unless the Mortgagee has consented in writing. No Material Amendment is intended to be adopted by this Amendment and Restatement.

The President and Secretary of the Board of Directors for the Umbrella Association certify that the procedures of the First Amended and Restated Declaration for amendment to the Declaration have been followed and acknowledge and attest, by their signatures below, the adoption of the following Restated Declaration:

This SECOND AMENDED AND RESTATED UMBRELLA DECLARATION AND COVENANTS, CONDITIONS, RESTRICTIONS, EASEMENTS AND RESERVATIONS, (this "Umbrella Declaration") is made by PROVIDENCE POINT UMBRELLA ASSOCIATION, a Washington non-profit corporation, as of this 31st day of May, 2011.

INTRODUCTION

This Umbrella Declaration entirely supersedes and replaces that certain First Amended and Restated Umbrella Declaration and Covenants, Conditions, Restrictions, Easements, and Reservations for Providence Point recorded under King County Recording No. 9102250245 and all related Amendments, Withdrawal Certificates and Subsequent Umbrella Phase Certificates, all of which are listed on Exhibit A hereto. The purpose of this Amendment and Restatement is to delete superseded or irrelevant material, in order to make this Declaration a more accessible and useful document, and to provide additional provisions to enhance the community and clarify the rights and obligations of its residents. This Declaration has been approved by a vote of the Owners in accordance with the provisions of the First Amended and Restated Declaration.

The Providence Point Umbrella Association is a master association incorporated under RCW 64.34.276. This Second Amended and Restated Umbrella Declaration and Covenants, Conditions, Restrictions, Easements and Reservations for Providence Point, along with each of the Amended and Restated Declarations and Covenants, Conditions, Restrictions, Easements and Reservations of the Villages will govern the rights and obligations of Unit Owners within Providence Point. If there is a conflict between the Village Declarations and the Umbrella Declaration, the Umbrella Declaration shall have priority over the Village Declarations.

Providence Point is a single community, made up of seven separate Village Condominiums. It is the community's intention to have uniform governance and management administered through the Umbrella Association, and that each Village Condominium Association shall govern the use, maintenance and repair of the Buildings within their Condominium. Owners contribute to both their Village Condominium and to the Umbrella Condominium to support the community and pay for services. Providence Point is an age fifty-five (55) or older senior housing community.

NOW, THEREFORE, the Members of the Umbrella Association declare as follows:

ARTICLE 1 DEFINITIONS

Section 1.1 Words Defined. For purposes of this Declaration and any amendments hereto, the following terms shall have the following meanings:

1.1.1 "Act" shall mean with regard to any Condominium Declaration recorded prior to July 1, 1990, the Horizontal Property Regimes Act of the State of Washington, codified in Chapter 64.32 (the "Old Act"), Revised Code of Washington, as amended thereafter, including by the Washington Condominium Act, codified in Chapter 64.34, as amended thereafter, Revised Code of Washington (the "New Act"). With regard to any Condominium Declaration recorded on July 1, 1990 or thereafter, "Condominium Act" shall mean the New Act.

1.1.2 "Articles" shall mean the Articles of Incorporation of the Umbrella Association.

1.1.3 "Assessment" shall mean all sums chargeable by the Umbrella Association against a Unit and its Owner, including, without limitations, regular and special Assessments for Common Expenses, fines and charges imposed by the Umbrella Association, interest and late charges on any delinquent account, costs of collection, including reasonable attorney fees, incurred by the Umbrella Association in connection with the collection of delinquent Owner's account, and all other sums payable by an Owner to the Umbrella

Association as provided in the Governing Documents, unless the context clearly indicates otherwise.

1.1.4 “Building” shall mean a free standing structure in which one or more Units are located.

1.1.5 “Common Elements and Facilities” are those portions of the property not owned individually by Unit Owners, but in which an indivisible interest is held by all Unit Owners.

1.1.6 “Communiversality” is an incorporated organization, which provides a continuing education program. It offers classes to Providence Point Owners and to residents of nearby communities. Communiversality has a Board of Directors and Officers who are primarily Providence Point Owners. Funding is provided through the Umbrella Association budget as a flat fee to all Unit Owners, while outside residents pay a fee for attending classes.

1.1.7 “Condominium” shall mean a horizontal property regime under RCW 64.32, and the land and improvements subject to RCW 64.34. Each Village at Providence Point is a Condominium.

1.1.8 “Declaration” shall mean this Declaration and Covenants, Conditions, Restrictions, Easements and Reservations for the Umbrella Association, as it may from time to time be amended.

1.1.9 “Electronic Means” shall mean any manner of electronic communication as provided for in RCW 24.03 and its subsequent revisions.

1.1.10 “Entire Property” shall mean the Umbrella Property and Village Properties as outlined in Exhibit B.

1.1.11 “First Mortgage” and “First Mortgagee” shall mean, respectively, (a) a recorded Mortgage on a Unit that has legal priority over all other Mortgages thereon, and (b) the holder of a First Mortgage. For purposes of determining the percentage of First Mortgagees approving a proposed decision or course of action in cases where a Mortgagee holds First Mortgages on more than one Unit, such Mortgagee shall be deemed a separate Mortgagee for each such First Mortgage so held.

1.1.12 “Foreclosure” shall mean a notice and proceeding pursuant to a deed of trust or sale or proceeding on default under any form of security agreement, as well as Foreclosure of a document as a Mortgage.

1.1.13 “Governing Documents” shall mean the Umbrella Declaration, the Articles, the Umbrella Bylaws and Rules and Regulations of the Umbrella Association adopted as provided in the Umbrella Declaration and Umbrella Bylaws, as these documents may be lawfully amended and/or adopted from time to time.

1.1.14 “Institutional Holder” shall mean a bank or savings and loan association or established Mortgage company, or other entity chartered under federal or state laws, any corporation in the business of owning or servicing real estate Mortgages, or insurance company, or any federal or state agency.

1.1.15 “Managing Agent” shall mean the Person or Company designated by the Umbrella Board under Section 7.5, and may include in-house staff retained by the Umbrella Association.

1.1.16 “Material Amendment” shall mean an amendment which would change voting rights; Assessments, liens or subordination of Assessment liens; repair and replacement of Common Elements and Facilities; or rights to their use; boundaries of Units; convertibility of Units into Common Elements and Facilities or vice versa; expansion or contraction of the Condominium, or the addition, annexation or withdrawal of property to or from the Condominium; insurance or fidelity insurance; leasing of Units; imposition of any restrictions on a Unit Owner’s right to sell or transfer his or her Unit; restoration or repair of the Condominium after hazard, damage or partial condemnation; and any provision which expressly benefits First Mortgagees.

1.1.17 “Member” shall mean a Unit Owner within the Entire Property and ownership of a Unit shall be the sole qualification for membership in the Umbrella Association.

1.1.18 “Mortgage” shall mean a recorded Mortgage or a recorded deed of trust that creates a lien against a Unit and shall also mean a real estate contract for the sale of a Unit.

1.1.19 “Mortgagee” shall mean the beneficial Owner, or the designee of the beneficial Owner, of a recorded encumbrance on a Unit created by Mortgage which was made in good faith and for value, and shall also mean the seller, or the designee of assignee of a seller, under a real estate contract for the sale of a Unit.

1.1.20 “Owner” shall mean the record holder, whether one or more Persons, of either (i) fee title to a Unit or Apartment or (ii) in the case of such a Unit being sold by real estate contract, the vendee’s interest therein.

1.1.21 “Person” shall mean an individual, corporation, partnership, association, trustee or beneficiary of a trust, or other legal entity.

1.1.22 “Related Party” means a Person who has been certified in a written document filed by a Unit Owner with the Association to be the spouse, parent, parent-in-law, sibling, sibling-in-law, parent’s sibling, or lineal descendant or ancestor of the Owner, the officer or director of any Owner which is a corporation, the member of any Owner which is a limited liability company, the trustee or beneficiary of any Owner which is a trust, or the partner of any Owner which is a partnership. Notwithstanding the foregoing to the contrary, a Person who is the settlor and trustee of a living trust that owns a Unit shall be deemed to be the Owner of the Unit for all purposes under the Declaration.

1.1.23 “Resident Unit Owner” shall mean a Unit Owner who resides in his Unit, as opposed to a Unit Owner who leases his Unit to a tenant.

1.1.24 “Survey Map and Plans” shall mean the Survey Map and Plans recorded simultaneously with the original Declaration, and any further amendments, corrections, and additions thereto subsequently recorded. The Survey Map and Plans were filed with the Department of Records and Elections in King County, Washington, under Instrument No. 8406270801, in Volume 70 of Condominiums; pages 82 through 85.

1.1.25 "Umbrella Articles" shall mean the Articles of Incorporation of the Umbrella Association.

1.1.26 "Umbrella Association" shall mean the Providence Point Umbrella Association, a Washington nonprofit corporation organized pursuant to Chapter 64.34 and Chapter 24.03 of the Revised Code of Washington. The Umbrella Association is a Master Association as provided for in RCW 64.34.276.

1.1.27 "Umbrella Board" shall mean the Board of Directors of the Umbrella Association.

1.1.28 "Umbrella Bylaws" shall mean the Bylaws of the Umbrella Association.

1.1.29 "Umbrella Declaration" shall mean this Second Amended and Restated Umbrella Declaration and Covenants, Conditions, Restrictions, Easements and Reservations for Providence Point.

1.1.30 "Umbrella Director" shall mean any Member of the Umbrella Board.

1.1.31 "Umbrella Property" shall mean the land and the Buildings and all improvements and structures now or hereafter located on the land described in Exhibit C. The Umbrella Property does not include the Village Properties.

1.1.32 "Umbrella Transportation System" shall mean the System (if any) available to all residents of the Property, including vehicles and associated equipment established and identified as such by the Umbrella Board from time to time.

1.1.33 "Unit" shall have the same meaning as "Apartment," as envisioned by RCW 64.32, and "Unit" as in RCW 64.34, and the two terms shall be interchangeable. "Apartment" or "Unit" means a part of the property intended for independent use and separate ownership, including one or more rooms or spaces located on one or more floors in a Building. The boundaries of an Apartment are defined in the Village Condominium Declarations.

1.1.34 "Unit Value" shall mean the value of the Unit used for determining the percentage of Interest in the Common Elements and Facilities of the Village Association in which the Unit is located, and the percentage interest in the Umbrella Association, as shown on Exhibit D, for the Unit belonging to that Member. As used herein, "Aggregate Stated Value of All Units" shall mean the sum of all Unit Values for all Units located on the Property and subject to the Umbrella Declaration.

1.1.35 "Village" shall mean one of the seven Condominiums within the Providence Point Umbrella Association, and "Village" may be used interchangeably with "Condominium."

1.1.36 "Village Articles" shall mean the Articles of Incorporation of a Village Association.

1.1.37 "Village Association" shall mean one of seven Village Unit Owners' Associations created by and pursuant to a Village Declaration.

1.1.38 "Village Board" shall mean the Board of Directors of a Village Condominium Association.

1.1.39 "Village Bylaws" shall mean the Bylaws of a Village Association.

1.1.40 "Village Declaration" shall mean a recorded Declaration of covenants, conditions, restrictions, easements and reservations applicable to an Association of Unit Owners.

1.1.41 "Village Director" shall mean any Person who is a Member of the Board of Directors of a Village Association.

1.1.42 "Village Property" shall mean the land and the Buildings and all improvements and structures now or hereafter located on the land described in the Village Declarations.

Section 1.2 Forms of Words. The singular form of words shall include the plural and the plural shall include the singular. The locative adverbs "herein", "hereunder", "hereto", "hereby", "hereinafter", etc., whenever used herein shall mean and refer to this Umbrella Declaration in its entirety and not to any specific Article, Section or other part thereof.

Section 1.3 Statutory Definitions. Some of the terms defined above are also defined in the Act. The definitions in this Declaration are not intended to limit or contradict the definitions in the Act. If there is any inconsistency or conflict, the definition in the Act will prevail, unless the Act permits such inconsistency or conflict.

Section 1.4 Inflationary Increases in Dollar Limits. Dollar amounts specified in this Declaration may, in the discretion of the Umbrella Board, be increased proportionately by the increase in the CPI from the base period to adjust for any inflation in the value of the dollar. "CPI" means the Seattle area Consumer Price Index for All Urban Consumer, all items, prepared by the United States Department of Labor, or if the All Urban Consumer index is discontinued, then the closest successor or supplanting index selected by the Umbrella Board in its discretion. "Base period" shall be the beginning of the calendar year during which this Declaration is recorded.

ARTICLE 2 SUBMISSION OF PROPERTY TO UMBRELLA DECLARATION

Section 2.1 Submission of Property to Umbrella Declaration. The Umbrella Association, whose Members are the sole Owners of the Entire Property, makes this Declaration for the purpose of affirming and subjecting the Entire Property to this Umbrella Declaration. The Umbrella is a master association as described in RCW 64.34.276.

2.1.1 The Umbrella Association hereby declares that the Entire Property is and shall be held, used, conveyed, encumbered, leased, occupied, rented, and improved subject to the covenants, conditions, restrictions, reservations, easements, Assessments and liens stated in this Umbrella Declaration.

2.1.2 All of the covenants, conditions, restrictions, reservations, easements, Assessments and liens are declared and agreed to be in furtherance of the interests of the Owners and occupants.

2.1.3 Improvements, replacements and additions on the Entire Property made now or hereafter shall be deemed to run with the land and be a burden and benefit to all Persons, including Owners, who now or hereafter own or acquire an interest in any Unit and their grantees, successors, heirs, executors, administrators, and assigns.

ARTICLE 3 DESCRIPTION OF BUILDINGS

Section 3.1 Umbrella Buildings. There are four community buildings within the Umbrella Condominium which an indivisible interest is held by all Unit Owners. The four buildings are Town Hall, Clubhouse, North Community Building, and South Community Building.

The Town Hall is a three-story wood frame structure located in Center Village. The basement floor contains the primary community meeting hall named "Collin Hall". The first floor contains retail space. The second floor contains business office space.

The Clubhouse is a one-story wood frame structure located in Hilltop Village. It contains an indoor swimming pool and spa, an exercise facility, locker rooms, and a social room with kitchen.

The North Community Building is a one-story wood frame structure located in between Highland, Meadow, and Washington Villages. It contains several meeting rooms and a small kitchen.

The South Community Building is a one-story wood frame structure located in Forest Village. It contains several meeting rooms and a kitchen.

In addition to the four community buildings, there are two garages attached to a row of residential garages of the Pacific Building in Washington Village, that are included in Umbrella property. The larger garage has space sufficient to store two 24-seat passenger buses. The smaller garage is a one-car garage for multi-purpose use.

A small building is located at the main entrance for the security guards' work place.

A two-car garage with a small office space called the "Maintenance Shop" is located in Forest Village.

Section 3.2 Village Buildings. There are seven Village Condominiums within the Providence Point Umbrella Condominium, including 156 residential Buildings containing 1,008 Units, with some including additional ancillary structures, garages, or storage lockers. The Buildings and Units are broken down as follows:

- | | | |
|--------------------|--------------|-----------|
| • Center Village | 37 Buildings | 226 Units |
| • Forest Village | 31 Buildings | 201 Units |
| • Garden Village | 35 Buildings | 115 Units |
| • Highland Village | 20 Buildings | 143 Units |
| • Hilltop Village | 14 Buildings | 71 Units |

- Meadow Village 14 Buildings 71 Units
- Washington Village 5 Buildings 181 Units

Locations and floor plans of the Buildings are further described in the Survey Map and Plans and the Governing Documents of each Village. The address of each Unit and the Building in which it is located, the number of Units per Building, and other information concerning the Units which is required by the Act, is set forth in Exhibit B of each Village Declaration.

ARTICLE 4 USE OF UMBRELLA PROPERTY AND IMPROVEMENTS

Section 4.1 Rights of Owners. Each Owner, his/her agents, service providers, tenants, Related Parties, invitees, and licensees shall have the right to use the Umbrella Property and improvements in common with all other Owners, subject to and in accordance with this Umbrella Declaration, the Umbrella Bylaws, and the rules and regulations established by the Umbrella Board from time to time. No Owner or Village Association shall by act or omission seek to abandon, partition, divide, subdivide, encumber, sell or transfer the Umbrella Property and improvements to any other Person whatsoever.

Section 4.2 Restrictions on Use of Common Elements and Facilities. The Umbrella Association may restrict Members who are not in good standing, including those who are delinquent in their Assessments, from use of the Common Elements and Facilities. Members not in good standing may not participate in Communiversity programs. Owners who have leased their units to tenants may not use the Common Elements and Facilities as that right is deemed to have been leased to the tenants as part of the Unit. Such restrictions shall be implemented the same as fines, such that an Owner has an opportunity to be heard prior to the restriction taking effect.

Section 4.3 Roadway Use and Restrictions. The roadways on the Entire Property shall be used only for vehicular and pedestrian ingress and egress and no vehicle shall be parked or kept on or about the Entire Property, including roadways, except in parking areas and spaces designated for such use from time to time by the Umbrella Board. All parking spaces on the Entire Property are restricted to use for parking of operative automobiles only. All other items and equipment, including, without limitation, trucks, boats, trailers, recreational vehicles, campers, or any other kind of motorized or non-motorized vehicle, item or equipment may be parked and kept only in accordance with the rules and regulations established from time to time by the Umbrella Board. The Umbrella Board may upon 72 hours written notice require removal of any inoperative vehicle or any unsightly vehicle or any other equipment or item improperly found on the Entire Property, including roadways. A written notice affixed to the vehicle, item or equipment shall be considered notice in addition to and irrespective of any other notice. If the vehicle, item or equipment is not removed within 72 hours after the written notice is affixed to the vehicle or otherwise delivered to the Owner, the Umbrella Board may cause removal at the expense and risk of the Owner thereof.

Section 4.4 Umbrella Transportation System. The Umbrella Board shall establish rules and regulations for use of the Umbrella Transportation System, if any, by Owners and residents. Owner and residents shall have the right to use any Umbrella Transportation System only in accordance with and subject to the rules and regulations established by the Umbrella Board. The Umbrella Board shall have the right to impose, charge and collect fees for use of the Umbrella Transportation System as the Umbrella Board sees fit and in its full and complete

discretion from time to time. All fees and charges imposed in connection with the Umbrella Transportation System shall belong to the Umbrella Association as part of its general funds and shall be taken into consideration in establishing budgets and Assessments pursuant to this Declaration.

Section 4.5 Effect on Insurance. Nothing shall be done or kept on, in, or about the Entire Property which will increase the rate of insurance on the Entire Property, or which would result in cancellation of insurance on any of the Entire Property, or which would be in violation of any applicable law, without the prior written consent of the Umbrella Board.

Section 4.6 Alteration of Umbrella Properties and Signs. Nothing shall be altered, installed, placed, or constructed in, on, or about, or removed from, any Umbrella Property or improvements, except with the prior written consent of the Umbrella Board. No sign of any kind shall be displayed to the public view on the Entire Property without the prior written consent of the Umbrella Board, except for political signs which are permitted as regulated by the rules and regulations adopted by the Umbrella Board.

Section 4.7 Pets. Any pet on the Entire Property shall at all times be subject to rules and regulations adopted by the Umbrella Board. If an Owner violates any provisions of the rules and regulations adopted, the Umbrella Board, may, in its discretion, impose fines or other penalties as the Umbrella Board, in its sole discretion, may deem appropriate. The Umbrella Board may also at any time require the removal from the Entire Property of any pet which it finds is disturbing other Owners or occupants unreasonably, in the Umbrella Board's sole determination, and may exercise this authority for specific pets even though other pets are permitted to remain. No pet, which term includes without limitation livestock, domestic or other animals, poultry, reptiles or living creatures of any kind, shall be raised or bred in, on, or about the Entire Property.

Section 4.8 Offensive Activity. The Umbrella Board shall have the authority to prohibit any noxious or offensive activity or other act which may be or become an annoyance or nuisance to other Owners or residents. The Village Boards may make additional restrictions on offensive activity that meets the needs of that Village. The Umbrella Association has determined that smoking may create an offense and may be prohibited or regulated by the Umbrella Board to minimize that offense.

Section 4.9 Trees. No Owner or Village Association, or other Person shall personally or through an agent top, cut, or remove any tree or other plants located anywhere on the Entire Property, including Natural Areas, without the prior written consent of the Umbrella Board.

ARTICLE 5 UMBRELLA ASSOCIATION

Section 5.1 Form of Association; Membership. The Umbrella Association is a nonprofit corporation under the laws of the State of Washington. The Members of the Umbrella Association shall consist of the Owners of any Unit in a Village. Except as otherwise provided in this Umbrella Declaration, all decisions of the Umbrella Association shall be made by the Umbrella Board. The Umbrella Board of Directors shall act in all instances on behalf of the Umbrella Association.

Section 5.2 Election and Composition of the Umbrella Board. The Umbrella Board shall consist of Directors, determined in accordance with the following procedures:

5.2.1 Number of Umbrella Directors. The Umbrella Board shall have no less than seven (7) or more than fifteen (15) Directors as prescribed in the Umbrella Board Bylaws, with at least one Director appointed from each Village.

5.2.2 When Elections are Held. Each Village Board shall, prior to the Annual Meeting of the Umbrella Association, elect the number of Umbrella Directors to which the Village Association is entitled, as established in the Umbrella Association Bylaws. In the event any Umbrella Director dies, becomes incapacitated, resigns, or is no longer qualified to serve as an Umbrella Director under Section 5.2.4, the Village Board which elected such Umbrella Director shall promptly, after such event, appoint a successor who shall serve the balance of his or her predecessor's term.

5.2.3 How Elections are Conducted. At any election required by Section 5.2.2, all Village Directors present shall vote for one candidate for each of the Umbrella Director positions to be filled by that Village. The individual(s) receiving the greatest number of votes shall become the Umbrella Director(s), with any tie votes broken by drawing of lots.

5.2.4 Qualifications for Umbrella Directors. The individuals elected to the position of Umbrella Director need not be a member of a Village Board, but shall be selected from among the Resident Unit Owners and Related Parties. Only Members in good standing may be elected to the Umbrella Board. If any Umbrella Director loses his/her qualification as a Resident Unit Owner, s/he shall automatically be deemed to have resigned his/her post as Umbrella Director, effective immediately.

5.2.5 Number of Officers. The Umbrella Board shall have a President, Vice President, Treasurer, and Secretary. Additional Officers may be elected to meet the needs of the Umbrella Association.

5.2.6 Election of Officers. All Officers shall be elected by the Umbrella Board in accordance with procedures established in the Umbrella Association Bylaws. Duties of Officers shall be established in the Umbrella Association Bylaws.

5.2.7 Casting of Votes on the Umbrella Board. Each Umbrella Director shall have one vote, which may only be cast by a Director in attendance at a meeting of the Umbrella Board or by any other method of Board member voting as provided for in RCW 24.03 and its subsequent revisions.

5.2.8 Term of Umbrella Directors. Umbrella Directors shall serve a term of two (2) years and until their successors are elected and qualified for office. Terms of the Umbrella Directors shall be staggered as established in the Umbrella Association Bylaws.

5.2.9 Alternate or Substitute Umbrella Directors. In the event an Umbrella Director elected by a Village Board is absent from a meeting of the Umbrella Board, the elected alternate Umbrella Director of that Village Association may serve as the Umbrella Director for the Village Association during the other Umbrella Director's absence. The alternate Umbrella Director shall be elected in the same manner as other Umbrella Directors and in accordance with Section 5.2.2. The alternate Umbrella Director shall have all rights and privileges of the absent Umbrella Director, including the right to vote as provided in Section 5.2.7.

Section 5.3 Annual and Special Meetings.

5.3.1 Board Meetings. Regular meetings of the Umbrella Board shall be held at such time and place as shall be determined, from time to time, by a majority vote of the Umbrella Board, but at least four such meetings shall be held during each fiscal year and one such meeting shall be held immediately following the Annual Meeting. Special meetings of the Umbrella Board may be called at any time by the President of the Umbrella Association or by any two Umbrella Directors. Notice of the time and place of all special meetings of the Umbrella Board shall be given to each Umbrella Director by delivering personally, or by Electronic Means, or by mailing a written notice of the meeting, at least three (3) days prior to the meeting. The notice shall state the purpose or purposes for which the meeting is called. Notification to all Owners of each meeting shall be made by hand-delivery, or Electronic Means, or first-class mail. All meetings of the Umbrella Board shall be open for observation by all Unit Owners of record and their authorized agents, but this right of observation shall not include an entitlement for Unit Owners to participate in Umbrella Board meetings.

5.3.2 Association Meetings. Meetings of the Umbrella Association may be called

5.3.2.1 By the President of the Umbrella Association,

5.3.2.2 By a majority vote of the Umbrella Board,

5.3.2.3 By the written request of twenty percent (20%) of the Village Directors or by twenty percent (20%) of the Unit Owners at Providence Point.

At any meeting of the Umbrella Association where the Members are entitled to vote, each Member shall have a number of votes equal to the number of Units owned by such Member. A Unit owned by a Village Association or the Umbrella Association shall not be allowed to cast a vote, and in determining the percentage of votes required to act on any matter, any vote allocated to a Unit owned by a Village Association or the Umbrella Association shall be disregarded. Each Member's vote at a meeting of the Umbrella Association must be cast as a Unit and such votes shall not be otherwise cast. In the event that the vote(s) for a Member are cast otherwise than as a Unit, no such vote(s) shall be counted, except for purposes of determining whether a quorum is present.

Section 5.4 Notices. Not less than thirty (30) nor more than fifty (50) days in advance of any meeting of the Umbrella Association, the Secretary of the Umbrella Board or other individual specified in the Bylaws of the Umbrella Association shall send notice by hand-delivery, or Electronic Means, or first-class mail to the mailing address of each Person entitled to cast votes at such meeting. The notice of any meeting shall state the time and place of the meeting and, to the extent known by the Umbrella Board, the items on the agenda to be voted on, including the general nature of any proposed amendment to this Declaration, changes in the previously approved budget that result in a change in Assessment obligations, and any proposal to remove any Umbrella Director or Officer.

Section 5.5 Quorums. A quorum is present throughout any meeting of the Umbrella Association if Members holding 25% or more of the total voting power of the Umbrella Association are represented in person or by proxy at the beginning of the meeting. A quorum is deemed present throughout any meeting of the Board of Directors of the Umbrella Association if at least one half of the Umbrella Directors are present at the beginning of the meeting.

Section 5.6 Proxies. Votes allocated to a Member may be cast pursuant to a proxy duly executed by such Person. No proxy given pursuant to this section may be revoked except by actual notice of revocation to the Person presiding over a meeting of the Umbrella Association. A proxy is void if it is not dated or purports to be revocable without notice. Unless stated otherwise in a proxy, a proxy terminates eleven (11) months after its date of issuance.

Section 5.7 Audits. A certified public accountant who is not a member of the Umbrella Board or an Owner shall prepare and present to the Umbrella Association an annual certified Audit within 180 days of the end of the fiscal year. Copies shall be made available at the Umbrella Association Offices.

Section 5.8 Books and Records. The Umbrella Board shall cause to be kept complete, detailed, and accurate books and records of the receipts and expenditures of the Umbrella Association, in a form that complies with generally accepted accounting principles. The books and records, authorizations for payment of expenditures, and all contracts, documents, papers, and other records of the Umbrella Association shall be available for examination by the Owners, Unit Mortgagees, and the agents or attorneys of either of them, during normal business hours and at any other reasonable time or times. Parties authorized to examine records may request copies, but must reimburse the Umbrella Village Association its reasonable expenses in providing those copies.

Section 5.9 Articles and Bylaws of the Umbrella Association. The Umbrella Bylaws may be amended by majority vote of the Umbrella Board, provided that no provision of the Umbrella Bylaws may be adopted which is inconsistent with this Umbrella Declaration.

Section 5.10 Actions Without a Meeting.

5.10.1 Written Ballot Authorized. Any action which may be taken by the Members at a meeting of the Umbrella Association may likewise be taken without a meeting after notice sent to all Members not less than thirty (30) nor more than sixty (60) days in advance of the date set for the counting of the ballots, if

5.10.1.1 The written ballot of every Member is solicited specifying the proposed action and providing an opportunity to specify approval or disapproval of any proposal,

5.10.1.2 The number of ballots cast within the time period specified equals or exceeds the quorum required to be present at a meeting authorizing the action, and

5.10.1.3 The number of written approvals, signed by Members or their proxies, setting forth the action to be approved, received by the Umbrella Association, equals or exceeds the number of votes that would be required for approval at a meeting at which the total number of votes cast was the same as the number of votes cast by ballot.

5.10.2 Ballot Solicitations. Ballots shall be solicited in a manner consistent with applicable laws. All solicitations shall indicate the number of responses needed to meet the quorum requirement and shall state the percentage of approvals necessary to pass the measure submitted. The solicitation must specify the time by which the ballot must be received in order to be counted.

5.10.3 Revocation of Ballots. Subject to any applicable laws, any Member or other Person entitled to cast a ballot, may revoke the ballot, or substitute another, by a writing received by the Umbrella Association prior to the time specified in the solicitation for the counting of ballots, but may not do so after that time unless that time has been extended as provided in Section 5.10.4. A revocation is effective upon receipt by the Umbrella Association at the address specified for return of the ballots.

5.10.4 Extension of Time for Balloting. If a sufficient number of ballots are not received by the Umbrella Association by the date specified in the solicitation to either constitute a quorum as required under clause (5.10.1.2) of Section 5.10.1, or to approve the proposal under clause (5.10.1.3) of Section 5.10.1, the Board may extend the date for the solicitation of ballots on further notice to all Members, of not less than ten (10) nor more than thirty (30) days, of the new date set for the counting of ballots. In that event, all ballots previously cast on the proposal shall be counted unless subsequently revoked as provided in Section 5.10.3.

5.10.5 Other Ballot Form. Any method of voting or ballot form adopted by RCW 24.03 or its subsequent revisions, including but not limited to an electronic ballot, shall be permitted in addition to the written ballot authorized in Section 5.10.1.

ARTICLE 6 NOTICES FOR ALL PURPOSES

Section 6.1 Form and Delivery of Notice. All notices given under the provisions of this Umbrella Declaration or the Umbrella Bylaws or rules or regulations of the Umbrella Association shall be in writing and may be delivered either personally, by Electronic Means, or by first-class mail. If delivery is made personally or by Electronic Means, it shall be deemed to have been delivered the day sent. If delivery is made by first-class mail, the notice shall be deemed to have been delivered on the third day of regular mail delivery after a copy has been deposited in the United States mail, first class, addressed to the Person entitled to such notice at the most recent address known to the Umbrella Board. In all cases, notice to a Person entitled to notice of any meeting or action of the Umbrella Board or of the Umbrella Association shall be deemed properly and timely given if such Person is present at or represented at the meeting in question. Any address for notice purposes may be changed from time to time by notice given in accordance with this Section.

ARTICLE 7. AUTHORITY OF THE UMBRELLA BOARD

Section 7.1 Powers of Umbrella Association. Except as limited elsewhere by this Declaration, the Umbrella Association, acting through its Board of Directors shall have the power to:

7.1.1 Adopt and amend bylaws, rules, and regulations;

7.1.2 Adopt and amend budgets for revenues, expenditures, and reserves, and impose and collect Assessments for common expenses from Unit Owners;

7.1.3 Hire and discharge or contract with Managing Agents and other employees, agents, and independent contractors;

7.1.4 Institute, defend, or intervene in litigation or administrative proceedings in its own name on behalf of itself or two or more Unit Owners on matters affecting the Condominium;

7.1.5 Make contracts and incur liabilities;

7.1.6 Regulate the use, maintenance, repair, replacement, and modification of Umbrella Common Elements and Facilities, and the Village Common Elements and Facilities as provided for in the Village Declarations;

7.1.7 Cause additional improvements to be made as a part of the Common Elements and Facilities;

7.1.8 Acquire, hold, encumber, and convey in its own name any right, title, or interest to real or personal property, but Common Elements and Facilities may be conveyed or subjected to a security interest only pursuant to RCW 64.34.348;

7.1.9 Grant easements, leases, licenses, and concessions through or over the Common Elements and Facilities;

7.1.10 Impose and collect any payments, fees, or charges for the use, rental, or operation of the Common Elements and Facilities, and for services provided to Unit Owners or to individual Villages;

7.1.11 Impose and collect charges for late payment of Assessments pursuant to RCW 64.34.364(13) and, after notice and an opportunity to be heard by the Board of Directors or by such representative designated by the Board of Directors and in accordance with such procedures as provided in the Declaration or bylaws or rules and regulations adopted by the Board of Directors, levy reasonable fines in accordance with a previously established schedule thereof adopted by the Board of Directors and furnished to the Owners for violations of the Declaration, bylaws, and rules and regulations of the association;

7.1.12 Impose and collect reasonable charges for the preparation and recording of amendments to the Declaration, resale certificates required by RCW 64.34.425, and statements of unpaid Assessments;

7.1.13 Provide for the indemnification of its officers and Board of Directors and maintain directors' and officers' liability insurance;

7.1.14 Assign its right to future income, including the right to receive common expense Assessments, but only to the extent the Declaration provides;

7.1.15 Join in a petition for the establishment of a parking and business improvement area, participate in the rate payers' board or other advisory body set up by the legislative authority for operation of a parking and business improvement area, and pay special Assessments levied by the legislative authority on a parking and business improvement area encompassing the Condominium property for activities and projects which benefit the Condominium directly or indirectly;

7.1.16 Establish and administer a reserve account as described in RCW 64.34.380;

7.1.17 Prepare a reserve study as described in RCW 64.34.380;

7.1.18 Exercise any other powers conferred by the Declaration or bylaws;

7.1.19 Exercise all other powers that may be exercised in this state by the same type of corporation as the association;

7.1.20 Exercise any other powers necessary and proper for the governance and operation of the association; and

7.1.21 Exercise any of the powers assigned or delegated to it by the Village Condominium Declarations.

Section 7.2 Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

Section 7.3 Enforcement of Umbrella Declaration. The Umbrella Board shall have the power and the duty to enforce the provisions of this Umbrella Declaration, the Umbrella Articles of Incorporation, the Umbrella Bylaws, and the rules and regulations of the Umbrella Association for the benefit of the Owners. The failure of any Owner to comply with the provisions of this Umbrella Declaration, the Umbrella Articles of Incorporation, the Umbrella Bylaws, or the rules and regulations of the Umbrella Association will give rise to a cause of action in the Umbrella Association (acting through the Umbrella Board) and any aggrieved Owner for recovery of damages, or injunctive relief, or both. If a legal action is brought to interpret or enforce compliance with the provisions of this Umbrella Declaration, the Umbrella Articles of Incorporation, the Umbrella Bylaws, or the rules or regulations of the Umbrella Association, the prevailing party shall be entitled to judgment against the other party for its reasonable expenses, court costs, and attorneys' fees in the amount awarded by the Court.

Section 7.4 Goods and Services. The Umbrella Board shall acquire and pay for as Common Expenses of the Umbrella Association all goods and services reasonably necessary or convenient for the efficient and orderly functioning of the Umbrella Association and the Umbrella Board, including any replacements deemed necessary by the Umbrella Board. The Umbrella Board shall also have the right and power to enter into contracts for goods and services which it deems necessary or convenient for the performance of duties delegated to it by any Village Association respecting the Property, Units, Common Elements and Facilities as defined in any

Village Declaration and, in connection therewith, may elect to pay for the same as Common Expenses of the Umbrella Association which, to the extent it so elects, may be treated as flat fees for purposes of this Umbrella Declaration and under the applicable provisions of any Village Declaration. The goods and services, whether for the benefit of the Umbrella Association or Umbrella Property, or any Village Property or Unit or Owner, shall include (by way of illustration and not limitation) telephone, cable television and other utility services; policies of insurance and fidelity insurance; legal and accounting services; maintenance, repair, landscaping, gardening, and general upkeep of the Entire Property, Common Elements and Facilities as defined in any Village Declaration; and all supplies, materials, fixtures and equipment that are in the Umbrella Board's judgment necessary or desirable for the operation of the Entire Property, or the enjoyment thereof by the Owners. The Umbrella Board may hire such full-time or part-time employees or contractors as it considers necessary.

Section 7.5 Managing Agent. The Umbrella Board may, but shall not be required to, contract with an experienced professional Managing Agent to assist the Umbrella Board in the management and operation of the Umbrella Association and may delegate such of its powers and duties to the Managing Agent as it deems to be appropriate, except as limited herein. Only the Umbrella Association and not its Managing Agent, however, can approve an annual budget or a supplemental budget, or impose a special Assessment on a Unit or Village, or authorize Foreclosure of an Assessment lien. Any contract with a Managing Agent shall have a term no longer than one year (but may be renewable by agreement of the Parties for successive one-year periods) and shall be terminable by the Umbrella Board without payment of a termination fee, either for cause on 30 days' written notice or without cause on not more than 90 days' written notice. The Umbrella Association may hire employees to assist it with its obligations to administer and manage the Umbrella Association and the Entire Property.

Section 7.6 Protection of Umbrella Property and Village Property. The Umbrella Board may spend such funds and take such action as it may from time to time deem necessary or desirable to preserve or enhance the Umbrella Property and, where authority has been delegated to the Umbrella Association, any or all of the Village Properties and Units, including (by way of illustration and not limitation) settling claims, or otherwise acting in what it considers to be the best interests of the Umbrella Association or the Owners, including granting easements in, on or over all or any part of the Property, including in total, to telephone, cable television, or other utility companies, or other third parties, regardless of whether any such easement benefits the Umbrella Property, a Village Property, one or more Owners or otherwise.

Section 7.7 Other Umbrella Board Powers. The Umbrella Board may, from common funds of the Association, acquire and hold in the name of the Umbrella Association, for the benefit of the Owners, tangible and intangible personal property and real property and interests therein, and may dispose of the same by sale or otherwise; and the beneficial interest in such property shall be owned by the Members of the Umbrella Association in the same proportion as their respective voting rights in the Umbrella Association, and such property shall thereafter be held, sold, leased, rented, Mortgaged or otherwise dealt with for the benefit of the Umbrella Association as the Umbrella Board may direct.

Section 7.8 Communiversality Fees. The Communiversality Board shall prepare a yearly budget, and upon approval of the Umbrella Board it shall be incorporated in the annual budget of the Umbrella Association. Communiversality fees shall be considered a flat fee collected by the Umbrella Association and Assessed as a monthly fee to each Unit Owner.

Section 7.9 Authority Over Village Associations and Village Properties. The Umbrella Board shall have all of the power, authority and responsibility delegated to it or the Umbrella Association or vested in it or the Umbrella Association, of any kind or nature whatsoever, by any Village Declaration, provided that the Umbrella Board or the Umbrella Association may, from time to time decline to exercise any such power, authority or responsibility, in whole or in part, as it sees fit in its absolute discretion. Notwithstanding the fact that the Umbrella Board or the Umbrella Association may decline from time to time to exercise any such power, authority or responsibility granted it by a Village Declaration, the Umbrella Board and the Umbrella Association shall for the duration of this Umbrella Declaration, have the full, complete and unconditional right to re-establish power, authority or responsibility over each and all such matters and no failure of the Umbrella Board, whether by inaction or otherwise, to exercise any such power, authority or responsibility in connection with anything as to which a Village Declaration grants the Umbrella Board or the Umbrella Association power, authority or responsibility shall be deemed a waiver or relinquishment of such power, authority or responsibility.

Section 7.10 Authority to Set Policy in Connection with Age Restriction.

7.10.1 Senior Housing. Providence Point is an age fifty-five (55) or older senior housing community pursuant to the Fair Housing Act and the Housing for Older Persons Act, as such acts may be amended. All residents of each Unit shall be fifty-five (55) years of age or older, except for those provided Limited Waivers under Section 7.10.2 below.

7.10.2 Limited Waivers. In its sole discretion, the Umbrella Board or its designee may grant limited waivers to the age restriction referred to in Section 7.10.1 on a case by case basis provided that the waiver would not prevent Providence Point from maintaining its status as a fifty-five (55) or older senior housing community.

7.10.3 Age Restriction Policies, Rules and Regulations. The Umbrella Board may adopt policies, rules, or regulations it deems necessary to administer and enforce this age restriction, including, but not limited to, procedures for age verification, resident status notification, and caregivers. All residents of all Units are required to comply with this age restriction, all federal and state laws and regulations pertaining to the age restriction, and all policies, rules and regulations adopted by the Umbrella Board related to this Section 7.10.

Section 7.11 Conveyance or Encumbrance of Umbrella Property and Improvements. Portions of the Umbrella Property or Improvements which are not necessary for the habitability of a Unit may be conveyed or subjected to a security interest by the Umbrella Association only upon the approval of Village Boards representing eighty percent (80%) of the total number of Units subjected to this Declaration. For purposes of counting the number of Units, no Unit owned by a Village Association or the Umbrella Association shall be counted. The approval of a Village Association for purposes of this Section 7.11 shall be determined by majority vote of its Village Board. Proceeds of such sale or financing shall be an asset of the Umbrella Association. Any agreement to convey any portion of the Umbrella Property or the Umbrella Improvements or to subject any portion thereof to a security interest must be evidenced by the execution of an agreement, or ratification thereof, in the same manner as a deed, by the Presidents of Village Associations representing the requisite number of Units. The agreement must specify a date after which the agreement will be void unless recorded before that date. Such an agreement and any ratification thereof, must be recorded in the Real Property Records of King County, Washington, and shall be effective only upon recording. After approval as set

forth above, the President of the Umbrella Association shall have all power necessary and appropriate to effect the conveyance or encumbrance, including the power to execute deeds or other instruments.

ARTICLE 8 BUDGET AND ASSESSMENTS FOR UMBRELLA EXPENSES

Section 8.1 Fiscal Year; Preparation of Budget. The Umbrella Association fiscal year will be the calendar year. No later than thirty (30) days prior to the beginning of each fiscal year, the Umbrella Board shall estimate the charges (including common expenses, and any special charges for particular Owners) to be paid during such year; shall make provision for creating, funding and maintaining reasonable reserves for contingencies and operations, as well as for repair, replacement and acquisition of Umbrella Property; and shall take into account any expected income and any surplus available from the prior year's operating fund. "Common Expenses" includes but are not limited to:

8.1.1 Expenses of administration, maintenance, operation, repair or replacement of the Umbrella Property and improvements, including security guards and other employees,

8.1.2 Premiums on all insurance policies required or permitted by this Declaration,

8.1.3 All real property and other taxes and Assessments on the Umbrella Property or improvements, and

8.1.4 Expenses established from time to time as common expenses by the Umbrella Association or the Umbrella Board.

Without limiting the generality of the foregoing but in furtherance thereof, the Umbrella Board shall create and maintain from regular monthly Assessments a reserve fund for maintenance and repairs and for replacement of the Umbrella Property and improvements which can reasonably be expected to require replacement prior to the end of their useful life. The Umbrella Board shall calculate the contributions to said reserve fund so that there are sufficient funds therein to replace each improvement or betterment covered by the fund at the end of its estimated useful life. The minimum funding level for reserves for a budget adopted by the Umbrella Board shall be the amount required to achieve twenty-five percent (25%) fully funded. If the sum estimated and budgeted at any time proves inadequate for any reason (including non-payment for any reason of any Owner's Assessment), the Umbrella Board may at any time prepare a supplemental budget, which shall be proposed to the Unit Owners for ratification as specified in Section 8.2.

Section 8.2 Approval of Budgets. Unit Owners shall consider ratification of the annual or supplemental budget, which date shall be not less than fourteen (14) nor more than sixty (60) days after mailing of the budget summary. The budget shall be deemed approved unless rejected by Unit Owners representing at least eighty percent (80%) of the total number of Units subjected to this Declaration. For purposes of counting the number of Units, no Unit owned by a Village Association or the Umbrella Association shall be counted. In the event the proposed budget is rejected, or the required notice is not given, the periodic budget previously in effect shall be continued until such time as a subsequent budget proposed by the Umbrella Board is ratified.

Section 8.3 Monthly Assessments. The sums required by the Umbrella Association for common expenses as reflected by the annual budget and any supplemental budgets shall be payable as determined by the Board. At the direction of the Board Assessments may be divided into equal installments to be paid each month over the period of time covered by the annual budget or supplemental budget. Each Member of the Umbrella Association shall be responsible for a portion of the Umbrella Association's budget according to that Unit's value/ percentage of undivided interest in the Umbrella Association's Common Elements and Facilities, as described in Exhibit D of this Declaration and for any flat fees Assessed to the unit. The amount of any common expenses Assessed against any Unit and the Owner or contract purchaser of that Unit (hereinafter referred to as an "Assessment"), shall be a lien upon the Unit and any appurtenant Common Areas or Facilities. The lien for payment of Assessments shall have priority over all other liens and encumbrances, recorded or unrecorded, to the extent provided in RCW 64.34.364 and Article 9 of this Declaration. The omission by the Umbrella Board or the Umbrella Association before the expiration of any year to estimate the budget and Assessments for that or the next year shall not be deemed a waiver or modification in any respect of the provisions of the Declaration or a release of an Owner from the obligations to pay Assessments or any installment of the Assessments for that or any later year, but the Assessment fixed for the prior year shall continue until a new Assessment is fixed.

Section 8.4 Special Assessments. Notwithstanding the provisions of Section 8.3 of the Declaration, and in addition thereto, the Umbrella Association

8.4.1 May make a special Assessment against all of the Units and Unit Owners in a Village Association, based on the method of allocation of Village Association Common Expenses specified in the Village Declaration to the extent it renders a service to or in connection with the "Common Elements and Facilities" of a Village (as defined in the applicable Village Declaration), including, without limitation, trees and other landscaping, on or about the Village Property;

8.4.2 Alternatively, such Assessment for expenses for services which benefit fewer than all of the Villages may be Assessed to and paid by the Village Association on behalf of its Owners; and

8.4.3 Shall specifically Assess and collect flat fees from each Unit and Unit Owner in the Umbrella Association in amounts which are necessary to pay costs which are incurred on a per Unit basis (such as, for example, the Communiversity Fee or the emergency medical notification services fee).

ARTICLE 9 LIEN AND COLLECTION OF ASSESSMENTS

Section 9.1 Liens. The liens for Umbrella Association Assessments and Village Association Assessments shall be enforceable by the Umbrella Association against each Unit involved. Each Village Condominium Association shall have the same enforcement right against each Unit and Unit Owner for those Assessments made by the Village Condominium Association against its Members. Collection of such Assessments by the Umbrella Association shall be in accordance with the provisions (including limitations with respect to a First Mortgagee {as defined in the applicable Declaration} of a Unit) for collection of Assessments set forth in this Declaration and the Village Declaration applicable to the Unit. The Umbrella Association may exercise for purposes hereof, all of the rights of the Village Association having

jurisdiction over a Unit to the extent of and as set forth in this Article, and the Article entitled "Lien and Collection of Assessments" of the Village Declaration for the Unit, the provisions of which are incorporated by reference as if fully here set forth. Should any Unit be removed from the Condominium form of ownership and use, the Assessments of the Umbrella Association shall constitute a lien against the removed real property, from the date of Assessment. If the ownership of such removed property is divided among various Owners, such lien shall be against the interests in the real property which each such Owner shall have. The rights and powers of the Umbrella Association to bring suit for unpaid Assessments and to assert and foreclose liens against a Unit subject to the Umbrella Declaration which becomes removed from the Condominium form of ownership and use shall not be affected by such removal, and the rights and powers of the Umbrella Association shall remain against the removed Unit and the Owners thereof as if the Unit had not been removed. The Umbrella Association may pursue efforts to collect delinquent Assessments on behalf of the Village Association. The cost of collecting delinquent Assessments shall be shared equally between the Umbrella Association and the Village Association where the Unit is located. If the delinquent Assessment was Assessed as a special Assessment by either the Village Association or the Umbrella Association, the costs of collection will be paid by the Association which made the special Assessment.

Section 9.2 Late Charges. The Umbrella Board may from time to time establish late charges and a rate of interest to be charged on Assessments that may be delinquent. In the event that no other interest rate has been adopted, the rate shall be twelve percent (12%) per year. In any action to collect delinquent Assessments, the prevailing party shall be entitled to recover as a part of its judgment a reasonable sum for attorney fees and all costs and expenses reasonably incurred in connection with the prosecuting of the action, in addition to costs permitted by law. The remedies provided herein are cumulative and the Umbrella Board may pursue them, and any other remedies which may be available under law, although not expressed herein, either concurrently or in any order.

ARTICLE 10 FAILURE OF UMBRELLA BOARD TO INSIST ON STRICT PERFORMANCE NO WAIVER.

The failure of the Umbrella Board in any instance to insist upon the strict compliance with this Umbrella Declaration or the Umbrella Bylaws or rules and regulations established by the Umbrella Board, or to exercise any right contained in such documents, or to serve any notice or to institute any action, shall not be construed as a waiver or a relinquishment for the future of any term, covenant, condition, or restriction. The receipt by the Umbrella Board of payment of any Assessment from a Village Association or from an Owner, with knowledge of any breach by the Village Association or the Owner, shall not be a waiver of the breach.

ARTICLE 11 LIMITATION OF LIABILITY

So long as an Umbrella Director, or Umbrella Association committee member, or Umbrella Association Officer, or Umbrella Employee, or the Managing Agent has acted with reasonable and ordinary care, then no such Person shall be personally liable to an Owner, or to any other Person, including the Umbrella Association, for any damage, loss, or prejudice suffered or claimed on account of any act, omission, error, or negligence of such Person; provided, that this section shall not apply where and to the extent the consequences of such act, omission, error, or negligence are covered by insurance obtained by the Umbrella Board.

ARTICLE 12 INDEMNIFICATION

Each Umbrella Director and Umbrella Association committee member and Association officer, and the Managing Agent shall be indemnified by the Umbrella Association against all expenses and liabilities, including attorney fees, reasonably incurred by or imposed in connection with any proceeding to which s/he may be a party, or in which s/he may become involved, by reason of holding or having held such position, or any settlement thereof, whether or not s/he holds such position at the time such expenses or liabilities are incurred, except to the extent such expenses and liabilities are covered by insurance and except in such cases wherein such Person did not act with reasonable and ordinary care in the performance of his/her duties; provided, that in the event of a settlement, the indemnification shall apply only when the Umbrella Board approves such settlement and reimbursement as being for the best interests of the Umbrella Association.

ARTICLE 13 INSURANCE

Section 13.1 Coverage Required. The Umbrella Board shall cause the Umbrella Association to purchase and maintain at all times as a Common Expense, with such deductible provisions as the Umbrella Board deems advisable, a policy or policies necessary to provide property insurance (more fully described in Section 13.2); comprehensive liability insurance (more fully described in Section 13.3); fidelity insurance (more fully described in Section 13.5); workmen's compensation insurance to the extent required by applicable laws; insurance against loss of personal property of the Umbrella Association and the Village Associations by fire, theft, or other causes; such property and liability insurance as the Umbrella Board deems advisable in connection with the Umbrella Transportation System; insurance, if available, for the protection of the Umbrella and Village Associations' Directors, Officers, and representatives from personal liability in the management of the Umbrella and Village Associations' affairs; and such other insurance as the Umbrella Board deems advisable. The provisions in this Article 13 apply only to insurance obtained by and for the Umbrella Association. Any insurance obtained by the Umbrella Association for the Village Associations by authority delegated to the Umbrella Association by the Village Associations shall comply with the requirements of the Village Declarations. The Umbrella Board shall review the adequacy of the Umbrella Association's insurance coverage at least annually. All insurance shall be obtained from an insurance carrier generally acceptable for similar projects, and authorized to do business in the state of Washington. Notwithstanding any other provisions therein, the Umbrella Association shall continuously maintain in effect such casualty, liability and fidelity insurance meeting the insurance requirements for Condominium projects established by the Federal National Mortgage Association, the Veterans Administration, the Government National Mortgage Association and the Federal Home Loan Mortgage Corporation, so long as any one of them is a Mortgagee (as defined in a Village Declaration) or Owner or insurer of a Unit on the Property, except to the extent such coverage is not available or has been waived in writing by such entity.

Section 13.2 Property Insurance.

13.2.1 The property insurance policy shall provide all risk or special cause of loss coverage covering all property of any type now existing or hereafter constructed, reconstructed, repaired or acquired. It shall, at a minimum cover the full replacement cost (i.e., One hundred percent (100%) of current replacement cost exclusive of land, foundation, excavation, and other items normally excluded from coverage) of all Buildings, Common Elements, and Facilities, interior partitions, fixtures and equipment, betterments and

improvements belonging to the Umbrella Association with an “Agreed Amount Endorsement” or its equivalent, and an “Increased Cost of Construction Endorsement” or its equivalent, “Demolition and Contingent Liability from Operation of Building Laws Endorsement” or its equivalent, an “Earthquake Damage Endorsement” or its equivalent, as the Umbrella Board deems necessary and are available.

13.2.2 In addition to protection against loss or damage by fire and other perils covered by the standard extended coverage endorsement, the policy shall provide protection against loss or damage from sprinkler leakage, vandalism, malicious mischief, water damage, theft, collapse and such other perils as are customarily covered with respect to improvements of similar construction in the greater Seattle area.

13.2.3 The policy shall provide a separate loss payable endorsement in favor of any Mortgagee for the Umbrella Association. The policy may, in the discretion of the Umbrella Board, cover loss due to earthquake, flood, and/or terrorism. If the policy acquired by the Umbrella Association does not cover loss due to earthquake, a Village Association may choose to acquire a supplemental insurance policy to cover loss caused by earthquake in that Village.

13.2.4 Notwithstanding any provision in the policies to the contrary, the carrier may not exercise any election to restore damage in lieu of making a cash settlement without the prior written approval of the Umbrella Association (or any insurance trustee) or when in conflict with the provisions of any insurance trust agreement to which the Umbrella Association may be a party, or any applicable laws.

13.2.5 Nothing herein shall require the Umbrella Association to duplicate hazard insurance coverage on portions of the Umbrella Property insured by a Village Association pursuant to the applicable provisions of a Village Declaration.

13.2.6 The total amount of property insurance required by this Section 13.2, after application of any deductibles, shall be not less than one hundred percent (100%) of the actual cash value of the full replacement cost of the insured property at the time the insurance is purchased, and at each renewal date, exclusive of land, excavations, foundations, and other items normally excluded from such insurance.

13.2.7 Any loss covered by the insurance required by this Section 13.2 shall be adjusted with and paid to the Umbrella Association, and shall not be paid to the holder of any Mortgage. Such insurance proceeds shall be held by the Umbrella Association in trust for Unit Owners and lien holders as their interest may appear.

13.2.8 Liability for the cost of repair or replacement of damage to property which is uninsured or is subject to any applicable insurance deductible shall be the responsibility of the individual Unit Owner where: (a) damage is limited solely to damage to the Owner’s Unit or the Limited Common Areas assigned to the Unit; (b) the damage is the result of negligence, carelessness, or intentional action on the part of the Owner or their Tenant, or the family, employees, agents, visitors, or licensees of that Owner or their Tenant; or (c) the damage is caused by something within the control of or for which the Owner or his Tenant, family, employees, agents, visitors, or licensees of that Owner or his Tenant has the maintenance and/or repair responsibility. To the extent that uninsured damage or expenses within the applicable insurance deductible are limited to Village Property, the Village whose property is

damaged shall be responsible for the uninsured amounts or the deductible amount for the Umbrella policy.

13.2.9 In accordance with Section 13.2.8, the amount of any Association insurance deductible for an insured loss, or the repair or replacement costs of any uninsured loss, shall be paid by the Owner responsible by act, negligence or carelessness for the damage (including acts, negligence or omission of the Owner's guests, tenants, contractors or invitees); or by the Owner responsible for the control or maintenance of the item causing the damage to or destruction of the property. Any repair or replacements costs of an uninsured loss which exceed the amounts recovered from a responsible individual will be paid as a common expense.

Section 13.3 Comprehensive General Liability Insurance. The comprehensive policy of public liability insurance shall insure the Umbrella Board and committee members, the Umbrella Association, the Village Boards and committee members, Owners, Employees, and the Managing Agent, and cover all of the Entire Property and improvements, with a "Severability of Interest Endorsement" or equivalent coverage which would preclude the insurer from denying the claim of any Owner or other Person, including Village Associations, because of the negligent acts of the Umbrella Association, or of another Village Association or Owner, and shall include protection for property damage, bodily injury, and death of Persons arising out of the operation, maintenance, and use of the Common Areas and Facilities, host liquor liability, employers' liability insurance, automobile liability insurance, and such other risks as are customarily covered with respect to residential projects of similar construction, location, and use. The limits of liability shall be not less than five million dollars (\$5,000,000.00).

Section 13.4 Additional Policy Provisions. Any insurance obtained pursuant to Sections 13.2 and 13.3 above shall contain the following provisions and limitations:

13.4.1 The named insureds shall be the Umbrella Association, each of the Village Associations, and the Unit Owners.

13.4.2 If any insurance required by this Declaration is not reasonably available, or is modified, canceled, or not renewed, the Umbrella Association shall promptly cause notice of that fact to be hand delivered or sent prepaid by first class United States mail to all Unit Owners, and to each Mortgagee of the Umbrella Association to whom a certificate or memorandum of insurance has been issued at their respective last known addresses. Each insurance policy issued hereunder shall be deemed to have been issued under RCW 64.34.352, and may, therefore, be canceled or amended by the insurer only in conformity with the requirements of said section.

13.4.3 A waiver of subrogation by the insurer as to any and all claims against the Umbrella Association, each Village Association, each Owner, each Occupant of a Unit, and each of their respective agents, employees, guests, or tenants, and of any defenses based upon co-insurance or upon invalidity arising from the acts of the insured.

13.4.4 A provision providing that if at the time of the loss under the policy, there is other insurance in the name of a Unit Owner covering the same risk as covered by such policy, the Umbrella Association's policy shall provide primary insurance.

Section 13.5 Fidelity Insurance. The required fidelity insurance shall afford coverage to protect against dishonest acts on the part of officers, Directors, trustees, and employees of

the Umbrella Association and all other Persons who handle or are responsible for handling funds of or administered by the Umbrella Association and its employees, including the Managing Agent, and any of its officers, employees and agents who handle or who are responsible for handling such funds. All such fidelity insurance shall name the Umbrella Association as an obligee, and shall not be less than the amount of all reserve accounts for the Entire Property, plus three (3) months of regular Assessments. The policy shall contain waivers of any defense based upon the exclusion of Persons who serve without compensation from any definition of "employee" or similar expression, and provide that they may not be cancelled or substantially modified (including cancellation for nonpayment of premium) without at least thirty (30) days prior written notice to the Umbrella Association, and any Mortgagee of the Umbrella Association, if any, and the Village Associations.

Section 13.6 Insurance Expenses. The costs of all insurance shall be a common expense, but at the discretion of the Board, the costs may be allocated to Villages or Owners based on risk or some other reasonable method of allocation based on the cost to insure.

ARTICLE 14 DAMAGE AND REPAIR OF DAMAGE TO UMBRELLA PROPERTY

Section 14.1 Definitions. As used in this Article 14, the following terms shall have the following meanings:

14.1.1 "Damage" shall mean all kinds of damage, whether of slight degree or total destruction resulting from an Occurrence or an Event and shall not include construction defects, deterioration, or wear and tear. "Occurrence" or "Event" shall mean a sudden and unexpected event such as a storm, a tree falling, or a pipe bursting.

14.1.2 "Substantial Damage" shall mean that in the judgment of the Umbrella Board, the estimated Umbrella Association Assessment determined under Subsection 14.2.4 for any one Unit exceeds 5% of the value of the Unit before the Damage occurred, as determined by the then current tax assessment by the County for the purpose of real estate taxation.

14.1.3 "Repair" shall mean restoring the Unit(s) to substantially the condition they were in before they were damaged, with each Unit and the Common Elements and Facilities and limited Common Elements having substantially the same boundaries as before. Modifications to conform to applicable governmental rules and regulations or available means of construction may be made.

14.1.4 "Emergency Work" shall mean work that the Umbrella Board deems reasonably necessary to avoid further Damage or substantial diminution in value to the improvements and to protect the Unit Owners from liability due to the condition of the site.

Section 14.2 Board Determination. In the event of Damage to any part of the Umbrella Property, the Umbrella Board shall promptly, and in all events within 30 days after the date of damage, make the following determinations with respect thereto, employing such advice as the Umbrella Board deems advisable:

14.2.1 The nature and extent of the Damage, together with an inventory of the improvements and Property directly affected thereby.

14.2.2 A reasonably reliable estimate of the cost to repair the Damage, which estimate shall, if reasonably practicable, be based upon two or more firm bids obtained from responsible contractors.

14.2.3 The expected insurance proceeds, if any, to be available from insurance covering the loss based on the amount paid or initially offered by the insurer.

14.2.4 The amount, if any, by which the estimated cost of repair exceeds the expected insurance proceeds and the amount of the Assessments that would have to be made against each Unit Owner if the excess cost were to be paid as a Common Umbrella maintenance expense and specially Assessed against all the Unit Owners in proportion to their respective interests in the Umbrella Association.

14.2.5 For all purposes Expenses related to maintenance, repair, replacement, and restoration of Umbrella Property are to be a common Umbrella expense. Expenses related to maintenance, repair, replacement or restoration of Village Property are to be a Village expense.

Section 14.3 Notice of Damage. For Substantial Damage, The Umbrella Board shall promptly, and in all events within thirty (30) days after the date of any damage, provide each Member of the Umbrella Association with a written notice describing the damage and summarizing the Umbrella Board's determination made under Section 14.2, and setting a date for a special meeting of the Umbrella Association to consider whether or not to repair such damage. Unless eighty percent (80%) of the Members vote against the repair of such damage, the Umbrella Board shall promptly proceed to repair such damage in accordance with Section 14.4. For Damage that is not Substantial Damage, the Umbrella Board may approve of and proceed with repair at its discretion. In the event that the Umbrella Board does not call such a meeting, any Village Board may call a meeting of the Umbrella Association for this purpose.

If all of the damage or destroyed portions of the Umbrella Property are not repaired or replaced

- (i) the insurance proceeds attributable to the damaged Umbrella Property shall be used to restore the damaged area to a condition compatible with the remainder of the Umbrella Property,
- (ii) the remainder of the proceeds shall be distributed to the Umbrella Association or lien holders, as their interest may appear, and
- (iii) such proceeds may then, at the discretion of the Umbrella Board, be distributed to the Unit Owner(s) or lien holders as their interests may appear by the Umbrella Association.

Section 14.4 Execution of Repairs.

14.4.1 If the repair of any insured damages has been approved pursuant to Section 14.3 above, the Umbrella Board shall promptly repair the damage and use any available insurance proceeds therefore as provided in Article 14; but only the Umbrella Board may authorize a claim under the Umbrella Association's insurance policy. If the cost of repair to the Umbrella Property exceeds available insurance proceeds, the Umbrella Board shall impose a special Assessment against all Unit Owners in proportion to their respective Assessment

obligation to the Umbrella Association sufficient to pay the excess costs to repair Umbrella Property.

14.4.2 The Umbrella Board shall have the authority to employ architects and engineers, advertise for bids, let contracts, and to take such other action as is reasonably necessary to effectuate the repair. Contracts for the repair work shall be awarded when the Umbrella Board, by means of insurance proceeds and sufficient Assessments, has made provision for the cost thereof. The Umbrella Board may further authorize the insurance carrier to proceed with the repair work if the Umbrella Board is satisfied that such work will be satisfactorily carried out, and such authorization does not contravene any other agreement to which the Umbrella Association may be a party or any requirement of applicable law.

14.4.3 The consent of seventy-five percent (75%) of the members of the Umbrella Board will be required to elect to rebuild in accordance with a plan that is different from the condition existing prior to the damage.

14.4.4 In addition to the consent specified above, and if required by a Mortgagee, any election not to repair the damage or not to rebuild substantially to the condition existing before the damage will require the approval of any Mortgagees of the Umbrella Association.

14.4.5 Failure to conduct the special meeting provided for under Section 14.3 within 90 days after the date of damage shall be deemed a decision to repair the damage to the condition existing prior to the damage.

14.4.6 In the event of a decision not to repair the damage, the Umbrella Board may nevertheless expend so much of the insurance proceeds and common funds as the Umbrella Board deems reasonably necessary for emergency work (which emergency work may include but is not necessarily limited to removal of the damaged improvements and clearing, filling, and grading the land), and the remaining funds, if any, and the property shall thereafter be held and distributed as provided in Section 14.3.

ARTICLE 15 EASEMENTS AND RESERVATIONS

Section 15.1 Non-exclusive Easements. Subject only to specific limiting provisions (i) of this Umbrella Declaration or the Umbrella Rules and Regulations or (ii) or arising out of a Village Declaration or the Act and having to do with the restricted use of particular limited Common Elements (as defined in the applicable Village Declaration), the Umbrella Association hereby grants, reserves and declares for the benefit of the present and future Owners, of all or any part of the Umbrella Property, and Village Property, and each of their grantees, tenants, successors, heirs, executors, administrators, and assigns, the following non-exclusive easements:

15.1.1 An easement to use, for ingress and egress, all roadways, walkways and pathways as they now exist or are hereafter constructed or modified (provided, however, that they shall not be so modified as to preclude their convenient use for ingress and egress) on or about the Entire Property; and

15.1.2 An easement to use for their intended purposes, the recreational, maintenance, public parking, and other areas and facilities on the Umbrella Property as they

now exist or are hereafter constructed or modified (provided, however, that they shall not be so modified as to preclude their convenient use for their intended purpose); and

15.1.3 An easement to install, have access to and to tie into and utilize any water, sanitary sewer, storm sewer, electrical, gas, telephone, cable television and other utility lines on the Umbrella and Village Property as they now exist or are hereafter constructed or modified (provided, however, that they shall not be so modified as to preclude their convenient use for their intended purposes and provided further that the rights granted and reserved hereby in connection with utilities shall not be exercised in a manner that will overload or materially impair the use and enjoyment thereof); and

15.1.4 An easement to install on the surface, and to have access to, and to tie into using underground lines, a heat pump exchange unit or air conditioning unit and related equipment and housing located in an area reasonably approved by the Umbrella Board, such easement to be enjoyed by the Unit Owner or Unit Owners during such times as each such Owner wishes to have its Unit benefitted by a heat pump exchange unit or air conditioner unit; and

15.1.5 An easement from the Umbrella Property onto any Village Property and from any Village Property onto the Umbrella Property for purposes of accommodating any present or future encroachment as a result of engineering errors, construction, reconstruction, settlement, shifting, or movement of improvements, repairs, or any other similar cause, and any encroachment due to Building overhang projection, together with an easement for the maintenance of the encroaching improvements, areas and facilities so long as the encroachments shall exist, and the rights and obligations of Owners, the Umbrella Association or any Village Association shall not be altered in any way by the encroachment; provided, however, that in no event shall a valid easement for encroachment be created if the encroachment was caused by the willful act with full knowledge of the encroaching Owner.

The easements now or hereafter granted or reserved or arising out of subsections 15.1.1, 15.1.2, 15.1.3, 15.1.4, and 15.1.5 shall be perpetual and shall run with the land and shall forever benefit every Owner or occupant of any improvement or improvements on any Village Property on the Entire Property including, without limitation, to the full extent necessary to satisfy any and all access requirements imposed by the Act, and shall not under any circumstances whatsoever be extinguished by the removal of any Village Property from the Condominium form of ownership and use.

ARTICLE 16 COVENANTS, CONDITIONS, RESTRICTIONS, RESERVATIONS AND EASEMENTS RUN WITH LAND AND ARE NOT EXTINGUISHABLE

The Covenants, Conditions, Restrictions, Reservations and Easements granted, reserved and declared in this Umbrella Declaration shall be operative as covenants running with the land or equitable servitudes, supplementing and interpreting the Act and operating independently of the Act should the Act be, in any respect, inapplicable, to establish the common plan for the Condominium development and its operation as indicated herein and in the Survey Map and Plans; provided, however, that the provisions of this Declaration shall not be so applied that the Property is removed from submission to the Act or discontinued in whole or in part as a Condominium development unless such continued application of all or a part of the Declaration is specifically called for or reasonably implied for all or part of the Property. The

Covenants of this Declaration shall not be extinguished by the removal of any Unit from the Condominium form of ownership and use or from being subjected to a Village Declaration.

ARTICLE 17 AMENDMENTS

Section 17.1 Submission to a Vote by the Umbrella Association. The Umbrella Board by majority vote, and the Board of Directors of any Village Association by majority vote, may propose amendments to this Umbrella Declaration. Amendments shall be submitted in writing designating the amendment proposed. Such amendments shall be submitted to the Members of the Umbrella Association for their consideration. Members shall be furnished with a copy of any amendment that will be voted upon.

Section 17.2 Consent of Unit Mortgagees. The prior written approval of seventy-five percent (75%) of the Institutional Holders of First Mortgages (determined on the basis of the number of Mortgages held) on Units, and the consent of any Mortgagee holding a First Mortgage on any portion of the Entire Property which is not subject to a Village Declaration, shall be required for any Material Amendment of this Umbrella Declaration. A Mortgagee who receives a written request to consent to an amendment who does not deliver or post to the requesting party a negative response within 30 days shall be deemed to have consented to such request, provided the request was delivered by certified or registered mail, return receipt requested.

Section 17.3 Consent for Amendments Not Otherwise Provided For. Except as otherwise provided in Section 17.2, any Amendment of the Umbrella Declaration shall require the approval of sixty-seven percent (67%) of the Members of the Umbrella Association.

Section 17.4 Execution and Recording of Amendments. Amendments to the Umbrella Declaration shall be prepared, executed, recorded and, if necessary, certified, on behalf of the Umbrella Association by an Officer of the Umbrella Association designated for that purpose or in the absence of designation, by the President of the Umbrella Association.

ARTICLE 18 SEVERABILITY

The provisions of this Umbrella Declaration shall be independent and severable, and the unenforceability of any one provision shall not affect the enforceability of any other provision, if the remainder as covenants, affect the common plan.

ARTICLE 19 PARLIAMENTARY PROCEDURES

The Umbrella Association and Umbrella Board shall be governed by the parliamentary procedures proscribed in Robert's Rules of Order, latest edition.

ARTICLE 20 DISPUTE RESOLUTION

Section 20.1 Policy. The parties hope there will be no disputes arising out of their relationship. To that end, each commits to cooperate in good faith and to deal fairly in performing its duties under this Declaration in order to accomplish their mutual objectives and avoid disputes. Any parties who believe they have a dispute involving the Umbrella Association, any Association Board member or Officer, a Unit Owner, or an agent or employee of the above, shall first seek resolution of the dispute by submitting, in writing, a statement of the dispute to

the party they believe is responsible. This written demand for resolution shall include a description of the action taken in violation of the Governing Documents, the damage that resulted, and a proposed solution that would resolve the issue. The party who receives this settlement demand shall respond within fourteen (14) days to the Complainant directly, in writing, and shall either agree to the proposed resolution or propose an alternate means of resolution. If a resolution cannot be agreed upon, or if no response is received within fourteen (14) days of the initial demand for resolution, the dispute shall proceed to binding arbitration, which may be supplemented by additional negotiation or mediation, as described in this Section 20. The parties confirm that by agreeing to this alternate dispute resolution process, they intend to give up their right to have any dispute decided in court by a judge or jury.

Section 20.2 Arbitration. If a dispute arises, which cannot be resolved without taking formal action, the parties agree to resolve all disputes by the arbitration process outlined in this Article 20 provided that during this process the parties agree to pursue a settlement in good faith. Any claim between or among any party subject to this Declaration (including without limitation, the Association, any Association Board members or officers, Unit Owners, and their employees or agents) arising out of or relating to this Declaration, a Unit or Units, the Condominium or the Association shall be determined by Arbitration in the county in which the Condominium is located. The aggrieved party shall submit a written demand for arbitration. Unless otherwise agreed upon by all parties, the parties agree that the Arbitrator shall be selected from the Washington Arbitration and Mediation Services panelists. All statutes of limitation, which would otherwise be applicable, shall apply to any arbitration proceeding hereunder.

Section 20.3 Mediation. At the request of either party made not later than forty-five (45) days after the initial arbitration demand, the parties will attempt to resolve any dispute by nonbinding mediation (but without delaying the arbitration hearing date or other scheduled deadlines). The appointed arbitrator shall serve as the mediator during this process, unless the parties agree on a selection of an alternate mediator. The arbitrator shall have the authority to appoint a third party to serve as mediator if he/she determines it is not feasible to serve as both mediator and arbitrator. The arbitrator shall also have the authority to decide any disputes that arise out of mediation, including but not limited to, allocation of the costs and fees associated with mediation.

Section 20.4 Hearing – Law – Appeal Limited. The arbitrator shall take such steps as may be necessary to hold a private hearing within ninety (90) days of the initial demand for arbitration and to conclude the hearing within three (3) days; and the arbitrator's written decision shall be made not later than fourteen (14) calendar days after the hearing. The arbitrator shall authorize such discovery as may be necessary to ensure a fair hearing. These time limits in order to expedite the proceeding, but they are not jurisdictional, and the arbitrator may for good cause afford or permit reasonable extensions or delays, which shall not affect the validity of the award. The written decision shall contain a brief statement of the claim(s) determined and the award made on each claim. In making the decision and award, the arbitrator shall apply applicable substantive law. The arbitrator may award injunctive relief or any other remedy available from a judge, including without limitation, attorney fees and costs to the prevailing party, joinder of parties or consolidation of this arbitration with any other involving common issues or law or fact or which may promote judicial economy; but shall not have the power to award punitive or exemplary damages.

Section 20.5 Enforceability of Arbitration. The court shall not have jurisdiction in any dispute except to enforce the Dispute Resolution provisions of this Section of the Declaration. Where the Declaration is silent, the provisions of the Uniform Arbitration Act as adopted in Washington (RCW 7.04A *et seq.*) shall apply, as determined by the arbitrator. The Declaration shall control over any inconsistencies. Absent fraud, collusion or willful misconduct by an arbitrator, the award and decision shall be final, and the judgment may be entered in any court having jurisdiction thereof.

ARTICLE 21 FINES, FEES, ATTORNEY FEES, AND COSTS

After notice and an opportunity to be heard by the Umbrella Board or by such representative designated by the Umbrella Board and in accordance with such procedures as provided in the rules and regulations adopted by the Umbrella Board of Directors, the Umbrella Association may levy reasonable fines in accordance with a previously established schedule thereof adopted by the Board of Directors and furnished to the Owners for violations of the Declaration, Bylaws, and rules and regulations of the Umbrella Association. The Umbrella Association shall be entitled to recover attorney fees and other expenses and costs incurred for the benefit of a particular Owner or Owners; due to the misconduct of a particular Owner, its guests, tenants, or pets; to record a document reflecting changes in assignment of Limited Common Elements, or for any other reason determined by the Umbrella Board to justify a particular expense be Assessed against a particular Owner, or Owners.

ARTICLE 22 EFFECTIVE DATE

This Umbrella Declaration shall take effect upon recording in the records of the Department of Records and Elections of King County, Washington.

EXHIBIT A

Previous Declarations, Amendments, Withdrawal Certificates, and Subsequent Umbrella Phase Certificates

Name of Document King County Recording Number

Declarations and Amendments

Original Declaration	8406270803
No. 1	8410120475
No. 2	8605120914
No. 3	8707301130
No. 4	8805190302
No. 5	8902070602
No. 6	9002070942
First Amended and Restated Declaration	9102250245
No. 1	9110180286
No. 2	9312220440
No. 3	9405130460
No. 4	9802061516
No. 5	20080625000713

Subsequent Umbrella Phase Certificates

No. 1	8409260706
No. 2	8412260654
No. 3	8412260657
No. 4	8502261011
No. 5	8504150524
No. 6	8505210772
No. 7	8510030352
No. 8	8512100548
No. 9	8601221051
No. 10	8606250658
No. 11	8606260303
No. 12	8610150553
No. 13	8701140475
No. 14	8702120862
No. 15	8704221358
No. 16	8706260404
No. 17	8707091573
No. 18	8803281200
No. 19	8805190306
No. 20	8902030417
No. 21	9006292011
No. 22	9109270523
No. 23	9406270827
No. 24	9407211494

No. 25	9506050284
No. 26	9508160187
No. 27	9511211575
No. 28	9604100717
No. 29	9607011261
No. 30	9607170919
No. 31	Unable to Locate
No. 32	9711130855
No. 33	9712171217
No. 34	19991012001520
No. 35	19991209000781
No. 36	20000127000467
No. 37	20010215001322
<u>Withdrawal Certificate</u>	8605301835

EXHIBIT B

Legal Description of Entire Property

THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 9, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M., IN KING COUNTY, WASHINGTON.

EXCEPT THE NORTH 400.00 FEET IN WIDTH OF THE EAST 690 FEET IN WIDTH;

ALSO EXCEPT THE EAST 30.00 FEET OF SAID SUBDIVISION;

ALSO EXCEPT THE FOLLOWING DESCRIBED PORTION OF SAID SUBDIVISION MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 9;
THENCE ALONG THE EAST LINE THEREOF N01° 27' 13"E 927.57 FEET TO THE SOUTH LINE
OF THE NORTH 400.00 FEET OF SAID SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER;
THENCE ALONG SAID SOUTH LINE N88° 27' 26"W 30.00 FEET TO THE WESTERLY MARGIN OF
228TH AVENUE S.E. AND THE TRUE POINT OF BEGINNING;
THENCE ALONG SAID WESTERLY MARGIN SO1° 27' 13"W 439.23 FEET;
THENCE N88° 31' 47"W 12.00 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE
TO THE WEST HAVING A RADIUS OF 25.00 FEET, A RADIAL LINE THROUGH SAID BEGINNING BEARS S88° 32' 47"E;
THENCE SOUTHERLY AND SOUTHWESTERLY 17.02 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 39° 00' 56";
THENCE N88° 27' 26"W 282.42 FEET TO THE SOUTHERLY PROLONGATION OF THE WEST LINE
OF LOT 4 OF KING COUNTY SHORT PLANT NO. 983051R, RECORDED UNDER KING COUNTY
AUDITOR'S FILE NO. 8503069003;
THENCE N81° 56' 19"W 176.17 FEET TO AN ANGLE POINT IN THE SOUTH LINE OF LOT 2 OF
SAID SHORT PLAT;
THENCE ALONG THE LINE COMMON TO LOTS 1 AND 2 OF SAID SHORT PLAT N59° 58' 51"W
309.77 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE TO THE NORTHEAST
HAVING A RADIUS OF 60.00 FEET, A RADIAL LINE THROUGH SAID BEGINNING BEARS S18° 10' 14"E;
THENCE WESTERLY, NORTHWESTERLY, NORTHERLY AND NORTHEASTERLY 144.69 FEET ALONG
SAID CURVE THROUGH A CENTRAL ANGLE OF 138° 10' 14" TO A POINT OF TANGENCY ON THE
NORTHWESTERLY LINE OF SAID LOT 2;

THENCE ALONG SAID NORTHWESTERLY LINE N30° 00' 00"E 230.02 FEET TO THE NORTHWEST CORNER OF SAID LOT 2;
THENCE ALONG THE NORTH LINE OF SAID LOT 2 AND SAID SOUTH LINE OF THE NORTH
400.00 FEET OF SAID SUBDIVISION S88° 27' 26"E 710.00 FEET TO THE TRUE POINT OF BEGINNING.

ALSO EXCEPT THE FOLLOWING DESCRIBED PORTION OF SAID SUBDIVISION MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 9;
THENCE ALONG THE SOUTH LINE THEREOF N88° 28' 02"W 542.49 FEET;
THENCE N46° 34' 56"E 40.75 FEET TO THE TRUE POINT OF BEGINNING;
THENCE N67° 10' 08"W 200.36 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE
TO THE EAST HAVING A RADIUS OF 114.00 FEET, A RADIAL LINE THROUGH SAID BEGINNING BEARS S25° 58' 11"W;
THENCE NORTHWESTERLY, NORTHERLY AND NORTHEASTERLY 179.07 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90° 00' 00";
THENCE NON-TANGENT TO THE PRECEDING CURVE N35° 24' 17"E 253.19 FEET;
THENCE N88° 28' 45"E 34.70 FEET;
THENCE S61° 30' 25"E 370.57 FEET;
THENCE S46° 34' 56"W 355.53 FEET TO THE TRUE POINT OF BEGINNING.

ALSO EXCEPT THE FOLLOWING DESCRIBED PORTION OF SAID SUBDIVISION, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 9;
THENCE ALONG THE SOUTH LINE THEREOF N88° 28' 02"W 542.49 FEET TO THE TRUE POINT
OF BEGINNING;
THENCE N46° 34' 56"E 396.28 FEET;
THENCE S61° 30' 25"E 154.14 FEET;
THENCE S88° 00' 47"E 94.36 FEET TO THE WEST LINE OF THE EAST 30.00 FEET OF SAID SECTION 9 AND THE WEST MARGIN OF 228TH AVENUE SE;
THENCE SO1° 27' 13"W 209.34 FEET ALONG SAID WEST MARGIN TO SAID SOUTH LINE OF SECTION 9;
THENCE N88° 28' 02"W 512.49 FEET ALONG SAID SOUTH LINE TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH THAT PORTION OF THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M., IN KING COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 16;
THENCE N88° 28' 02"W ALONG THE NORTH LINE OF SAID SECTION 16 A DISTANCE OF 542.49 FEET TO THE TRUE POINT OF BEGINNING;
THENCE S46° 34' 56"W 305.33 FEET TO A POINT ON A CURVE, THE CENTER OF SAID CURVE

BEARS S27° 12' 21"E 62.00 FEET;
THENCE SOUTHWESTERLY ALONG SAID CURVE TO THE LEFT THROUGH A CENTRAL
ANGLE OF
10° 33' 42" AN ARC DISTANCE OF 11.43 FEET TO A POINT OF TANGENCY;
THENCE S52° 13' 57"W 1114.30 FEET;
THENCE S37° 46' 03"E 871.00 FEET;
THENCE N52° 13' 57"E 400.00 FEET;
THENCE S 37° 46' 03"E 541.55 FEET TO A POINT OF CURVE;
THENCE ON A CURVE TO THE LEFT HAVING A RADIUS OF 160.00 FEET THROUGH A
CENTRAL
ANGLE OF 77° 43' 17" AN ARC DISTANCE OF 217.04 FEET TO A POINT OF TANGENCY;
THENCE N64° 30' 40"E 90.86 FEET TO A POINT OF CURVE;
THENCE EASTERLY ALONG SAID CURVE TO THE RIGHT HAVING A RADIUS OF 190.25
FEET
THROUGH A CENTRAL ANGLE OF 26° 13' 52" AN ARC DISTANCE OF 87.10 FEET TO A
POINT
ON A CURVE ON THE WESTERLY MARGIN OF 228TH AVENUE S.E. AS CONVEYED TO
KING
COUNTY BY DEED RECORDED UNDER RECEIVING NO. 7110210313 RECORDS OF SAID
COUNTY;
SAID POINT BEING A POINT ON A CURVE THE CENTER OF WHICH BEARS N76° 39' 59"W
808.00 FEET DISTANT;
THENCE SOUTHERLY, SOUTHWESTERLY AND WESTERLY ALONG SAID MARGIN AND
THE NORTHERLY MARGIN OF S.E. 43RD WAY ALONG SAID CURVE TO THE RIGHT
THROUGH A
CENTRAL ANGLE OF 87° 59' 49" AN ARC DISTANCE OF 1240.96 FEET TO A POINT OF
TANGENCY;
THENCE CONTINUING ALONG SAID MARGIN BY THE FOLLOWING COURSES AND
DISTANCES:
N78° 39' 57"W 945.67 FEET TO A POINT OF CURVE;
THENCE ON A CURVE TO THE RIGHT HAVING A RADIUS OF 1458.00 FEET THROUGH A
CENTRAL ANGLE OF 29° 51' 27" AN ARC DISTANCE OF 759.78 FEET TO A POINT OF
TANGENCY;
THENCE N48° 48' 30"W 61.08 FEET TO THE WEST LINE OF SAID SUBDIVISION;
THENCE N01° 34' 44"E ALONG SAID WEST LINE 1863.45 FEET TO THE NORTHWEST
CORNER
OF SAID SUBDIVISION;
THENCE S88° 28' 02"E 2110.53 FEET TO THE TRUE POINT OF BEGINNING.

TOGETHER WITH THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER AND
THAT PORTION OF THE SOUTH HALF OF THE NORTHEAST QUARTER, ALL IN SECTION
16, TOWNSHIP 24 NORTH, RANGE 6 EAST, W.M., IN KING COUNTY, WASHINGTON,
LYING SOUTHERLY OF THE
SOUTHERLY MARGIN OF S.E. 43RD WAY AS CONVEYED TO KING COUNTY BY DEED
RECORDED
UNDER RECEIVING NO. 7110210313.

EXCEPT THE EAST 30 FEET THEREOF FOR 228TH AVENUE S.E.

EXHIBIT C

Description of Umbrella Property

There are four community buildings within the Umbrella Condominium which an indivisible interest is held by all Unit Owners. The four buildings are Town Hall, Clubhouse, North Community Building, and South Community Building.

The Town Hall is a three-story wood frame structure located in Center Village. The basement floor contains the primary community meeting hall named "Collin Hall". The first floor contains retail space. The second floor contains business office space.

The Clubhouse is a one-story wood frame structure located in Hilltop Village. It contains an indoor swimming pool and spa, an exercise facility, locker rooms, and a social room with kitchen.

The North Community Building is a one-story wood frame structure located in between Highland, Meadow, and Washington Villages. It contains several meeting rooms and a small kitchen.

The South Community Building is a one-story wood frame structure located in Forest Village. It contains several meeting rooms and a kitchen.

In addition to the four community buildings, there are two garages attached to a row of residential garages of the Pacific Building in Washington Village that are included in the Umbrella Property. The larger garage has space sufficient to store two 24-seat passenger buses. The smaller garage is a one-car garage for multi-purpose use.

A small building is located at the main entrance for the security guards' work place.

A two-car garage with a small office space, called the "Maintenance Shop," is located in Forest Village.

In addition to the Umbrella buildings described above, the Umbrella Property includes all the roadways and land of the entire property as defined in Exhibit A except for the roadways and land included in the legal descriptions of the Village properties as defined in Exhibits B to the seven Village Declarations.

Exhibit D

Percentage Interest of all Units

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Center	1	1001	4115 Providence Point Drive SE	0.37746	0.07701
Center	1	1002	4117 Providence Point Drive SE	0.31700	0.06467
Center	1	1003	4119 Providence Point Drive SE	0.37746	0.07701
Center	1	2001	4121 Providence Point Drive SE	0.37746	0.07701
Center	1	2002	4123 Providence Point Drive SE	0.31700	0.06467
Center	1	2003	4125 Providence Point Drive SE	0.37746	0.07701
Center	2	1004	4152 Providence Pt Dr SE #102	0.31700	0.06467
Center	2	1005	4152 Providence Pt Dr SE #104	0.31700	0.06467
Center	2	1006	4152 Providence Pt Dr SE #106	0.31700	0.06467
Center	2	1007	4152 Providence Pt Dr SE #108	0.37746	0.07701
Center	2	1008	4152 Providence Pt Dr SE #101	0.31700	0.06467
Center	2	1009	4152 Providence Pt Dr SE #103	0.25286	0.05159
Center	2	1010	4152 Providence Pt Dr SE #105	0.25286	0.05159
Center	2	1011	4152 Providence Pt Dr SE #107	0.37746	0.07701
Center	2	2004	4152 Providence Pt Dr SE #202	0.31700	0.06467
Center	2	2005	4152 Providence Pt Dr SE #204	0.31700	0.06467
Center	2	2006	4152 Providence Pt Dr SE #206	0.31700	0.06467
Center	2	2007	4152 Providence Pt Dr SE #208	0.37746	0.07701
Center	2	2008	4152 Providence Pt Dr SE #201	0.31700	0.06467
Center	2	2009	4152 Providence Pt Dr SE #203	0.25286	0.05159
Center	2	2010	4152 Providence Pt Dr SE #205	0.25286	0.05159
Center	2	2011	4152 Providence Pt Dr SE #207	0.37746	0.07701
Center	3	1012	4120 Providence Point Drive SE	0.37746	0.07701
Center	3	1013	4122 Providence Point Drive SE	0.31700	0.06467
Center	3	1014	4124 Providence Point Drive SE	0.50939	0.10392
Center	3	2012	4110 Providence Point Drive SE	0.42877	0.08747
Center	3	2013	4112 Providence Point Drive SE	0.37746	0.07701
Center	3	2014	4114 Providence Point Drive SE	0.31700	0.06467
Center	3	2015	4116 Providence Point Drive SE	0.50939	0.10392
Center	4	1015	4101 Providence Point Drive SE	0.42877	0.08747
Center	4	1016	4103 Providence Point Drive SE	0.25286	0.05159
Center	4	1017	4105 Providence Point Drive SE	0.37746	0.07701
Center	4	2016	4107 Providence Point Drive SE	0.42877	0.08747
Center	4	2017	4109 Providence Point Drive SE	0.25286	0.05159
Center	4	2018	4111 Providence Point Drive SE	0.37746	0.07701
Center	5	1018	4083 - 223rd Place SE	0.42877	0.08747
Center	5	1019	4085 - 223rd Place SE	0.50939	0.10392
Center	5	2019	4089 - 223rd Place SE	0.42877	0.08747
Center	5	2020	4091 - 223rd Place SE	0.50939	0.10392
Center	6	1020	4077 - 223rd Place SE	0.57169	0.11663
Center	6	1021	4079 - 223rd Place SE	0.42877	0.08747

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Center	6	2021	4071 - 223rd Place SE	0.57169	0.11663
Center	6	2022	4073 - 223rd Place SE	0.42877	0.08747
Center	7	1022	4054 Providence Point Drive SE	0.37746	0.07701
Center	7	1023	4056 Providence Point Drive SE	0.37746	0.07701
Center	7	1024	4058 Providence Point Drive SE	0.50939	0.10392
Center	7	2023	4061 - 223rd Place SE	0.42877	0.08747
Center	7	2024	4063 - 223rd Place SE	0.37746	0.07701
Center	7	2025	4065 - 223rd Place SE	0.37746	0.07701
Center	7	2026	4067 - 223rd Place SE	0.50939	0.10392
Center	8	1025	4055 - 223rd Place SE	0.57169	0.11663
Center	8	1026	4057 - 223rd Place SE	0.42877	0.08747
Center	8	2027	4049 - 223rd Place SE	0.57169	0.11663
Center	8	2028	4051 - 223rd Place SE	0.42877	0.08747
Center	12	1051	4147 - 220th Place SE	0.50939	0.10392
Center	12	1052	4149 - 220th Place SE	0.31700	0.06467
Center	12	1053	4151 - 220th Place SE	0.37746	0.07701
Center	12	2061	4137 - 220th Place SE	0.50939	0.10392
Center	12	2062	4139 - 220th Place SE	0.31700	0.06467
Center	12	2063	4141 - 220th Place SE	0.37746	0.07701
Center	12	2064	4143 - 220th Place SE	0.42877	0.08747
Center	13	1048	4129 - 220th Place SE	0.50939	0.10392
Center	13	1049	4131 - 220th Place SE	0.31700	0.06467
Center	13	1050	4133 - 220th Place SE	0.37746	0.07701
Center	13	2057	4119 - 220th Place SE	0.50939	0.10392
Center	13	2058	4121 - 220th Place SE	0.31700	0.06467
Center	13	2059	4123 - 220th Place SE	0.37746	0.07701
Center	13	2060	4125 - 220th Place SE	0.42877	0.08747
Center	14	1045	4111 - 220th Place SE	0.50939	0.10392
Center	14	1046	4113 - 220th Place SE	0.31700	0.06467
Center	14	1047	4115 - 220th Place SE	0.35181	0.07177
Center	14	2053	4101 - 220th Place SE	0.50939	0.10392
Center	14	2054	4103 - 220th Place SE	0.31700	0.06467
Center	14	2055	4105 - 220th Place SE	0.35181	0.07177
Center	14	2056	4107 - 220th Place SE	0.42877	0.08747
Center	15	1042	4089 - 220th Place SE	0.57169	0.11663
Center	15	1043	4091 - 220th Place SE	0.39212	0.08000
Center	15	1044	4093 - 220th Place SE	0.35181	0.07177
Center	15	2049	4079 - 220th Place SE	0.57169	0.11663
Center	15	2050	4081 - 220th Place SE	0.39212	0.08000
Center	15	2051	4083 - 220th Place SE	0.35181	0.07177
Center	15	2052	4085 - 220th Place SE	0.42877	0.08747
Center	16	1039	4071 - 220th Place SE	0.57169	0.11663
Center	16	1040	4073 - 220th Place SE	0.39212	0.08000
Center	16	1041	4075 - 220th Place SE	0.37746	0.07701
Center	16	2045	4061 - 220th Place SE	0.57169	0.11663

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Center	16	2046	4063 - 220th Place SE	0.39212	0.08000
Center	16	2047	4065 - 220th Place SE	0.37746	0.07701
Center	16	2048	4067 - 220th Place SE	0.42877	0.08747
Center	17	1036	4080 - 220th Place SE	0.37746	0.07701
Center	17	1037	4082 - 220th Place SE	0.31700	0.06467
Center	17	1038	4084 - 220th Place SE	0.50939	0.10392
Center	17	2041	22104 SE 41st Lane	0.42877	0.08747
Center	17	2042	22106 SE 41st Lane	0.37746	0.07701
Center	17	2043	22108 SE 41st Lane	0.31700	0.06467
Center	17	2044	22110 SE 41st Lane	0.50939	0.10392
Center	18	1033	22134 SE 41st Lane	0.57169	0.11663
Center	18	1034	22136 SE 41st Lane	0.37746	0.07701
Center	18	1035	22138 SE 41st Lane	0.37746	0.07701
Center	18	2037	22142 SE 41st Lane	0.57169	0.11663
Center	18	2038	22144 SE 41st Lane	0.37746	0.07701
Center	18	2039	22146 SE 41st Lane	0.37746	0.07701
Center	18	2040	22148 SE 41st Lane	0.42877	0.08747
Center	19	1030	22152 SE 41st Lane	0.57169	0.11663
Center	19	1031	22154 SE 41st Lane	0.39212	0.08000
Center	19	1032	22156 SE 41st Lane	0.37746	0.07701
Center	19	2033	4049 Providence Point Drive SE	0.57169	0.11663
Center	19	2034	4051 Providence Point Drive SE	0.39212	0.08000
Center	19	2035	4053 Providence Point Drive SE	0.37746	0.07701
Center	19	2036	4055 Providence Point Drive SE	0.42877	0.08747
Center	20	1027	4041 Providence Point Drive SE	0.57169	0.11663
Center	20	1028	4043 Providence Point Drive SE	0.39212	0.08000
Center	20	1029	4045 Providence Point Drive SE	0.37746	0.07701
Center	20	2029	4031 Providence Point Drive SE	0.57169	0.11663
Center	20	2030	4033 Providence Point Drive SE	0.39212	0.08000
Center	20	2031	4035 Providence Point Drive SE	0.37746	0.07701
Center	20	2032	4037 Providence Point Drive SE	0.42877	0.08747
Center	21	1054	22234 SE 42nd Lane	0.50939	0.10392
Center	21	1055	22236 SE 42nd Lane	0.31700	0.06467
Center	21	1056	22238 SE 42nd Lane	0.37746	0.07701
Center	21	2065	4111 - 223rd Place SE	0.50939	0.10392
Center	21	2066	4113 - 223rd Place SE	0.31700	0.06467
Center	21	2067	4115 - 223rd Place SE	0.37746	0.07701
Center	21	2068	4117 - 223rd Place SE	0.42877	0.08747
Center	22	1057	22242 SE 42nd Lane	0.37746	0.07701
Center	22	1058	22244 SE 42nd Lane	0.39212	0.08000
Center	22	1059	22246 SE 42nd Lane	0.50939	0.10392
Center	22	2069	4137 - 223rd Place SE	0.42877	0.08747
Center	22	2070	4139 - 223rd Place SE	0.37746	0.07701
Center	22	2071	4141 - 223rd Place SE	0.39212	0.08000
Center	22	2072	4143 - 223rd Place SE	0.50939	0.10392

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Center	23	1060	22222 SE 42nd Lane	0.57169	0.11663
Center	23	1061	22224 SE 42nd Lane	0.42877	0.08747
Center	23	2073	22228 SE 42nd Lane	0.57169	0.11663
Center	23	2074	22230 SE 42nd Lane	0.42877	0.08747
Center	24	1062	4207 - 223rd Place SE	0.57169	0.11663
Center	24	1063	4209 - 223rd Place SE	0.42877	0.08747
Center	24	2075	22247 SE 42nd Lane	0.57169	0.11663
Center	24	2076	22249 SE 42nd Lane	0.42877	0.08747
Center	25	1064	4200 Providence Point Drive SE	0.37746	0.07701
Center	25	1065	4202 Providence Point Drive SE	0.39212	0.08000
Center	25	1066	4204 Providence Point Drive SE	0.50939	0.10392
Center	25	2077	22211 SE 42nd Lane	0.42877	0.08747
Center	25	2078	22213 SE 42nd Lane	0.37746	0.07701
Center	25	2079	22215 SE 42nd Lane	0.39212	0.08000
Center	25	2080	22217 SE 42nd Lane	0.50939	0.10392
Center	26	1067	22223 SE 42nd Lane	0.42877	0.08747
Center	26	1068	22225 SE 42nd Lane	0.57169	0.11663
Center	26	2081	22241 SE 42nd Lane	0.42877	0.08747
Center	26	2082	22243 SE 42nd Lane	0.57169	0.11663
Center	27	1069	4225 - 223rd Place SE	0.57169	0.11663
Center	27	1070	4227 - 223rd Place SE	0.39212	0.08000
Center	27	1071	4229 - 223rd Place SE	0.37746	0.07701
Center	27	2083	4213 - 223rd Place SE	0.57169	0.11663
Center	27	2084	4215 - 223rd Place SE	0.39212	0.08000
Center	27	2085	4217 - 223rd Place SE	0.37746	0.07701
Center	27	2086	4219 - 223rd Place SE	0.42877	0.08747
Center	28	1072	4106 - 221st Place SE	0.50939	0.10392
Center	28	1073	4108 - 221st Place SE	0.57169	0.11663
Center	28	2087	4113 - 221st Court SE	0.50939	0.10392
Center	28	2088	4115 - 221st Court SE	0.57169	0.11663
Center	29	1074	4122 - 221st Place SE	0.29318	0.05981
Center	29	1075	4128 - 221st Place SE	0.29318	0.05981
Center	29	2089	4121 - 221st Court SE	0.69629	0.14205
Center	29	2090	4123 - 221st Court SE	0.69629	0.14205
Center	30	1076	4117 - 221st Place SE	0.57169	0.11663
Center	30	1077	4119 - 221st Place SE	0.50939	0.10392
Center	30	2091	4109 - 221st Place SE	0.57169	0.11663
Center	30	2092	4111 - 221st Place SE	0.50939	0.10392
Center	31	1078	4126 - 220th Place SE	0.50939	0.10392
Center	31	1080	4130 - 220th Place SE	0.67430	0.13756
Center	31	2093	4125 - 221st Place SE	0.50939	0.10392
Center	31	2095	4131 - 221st Place SE	0.67430	0.13756
Center	32	1081	4222 - 221st Place SE	0.29318	0.05981
Center	32	1082	4226 - 221st Place SE	0.29318	0.05981
Center	32	1083	4228 - 221st Place SE	0.29318	0.05981

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Center	32	1084	4234 - 221st Place SE	0.29318	0.05981
Center	32	2096	4225 Providence Point Drive SE	0.69629	0.14205
Center	32	2097	4227 Providence Point Drive SE	0.69629	0.14205
Center	32	2098	4231 Providence Point Drive SE	0.69629	0.14205
Center	32	2099	4233 Providence Point Drive SE	0.69629	0.14205
Center	33	1085	4238 - 221st Place SE	0.29318	0.05981
Center	33	1086	4246 - 221st Place SE	0.29318	0.05981
Center	33	1087	4248 - 221st Place SE	0.29318	0.05981
Center	33	1088	4254 - 221st Place SE	0.29318	0.05981
Center	33	2100	4243 Providence Point Drive SE	0.69629	0.14205
Center	33	2101	4245 Providence Point Drive SE	0.69629	0.14205
Center	33	2102	4251 Providence Point Drive SE	0.69629	0.14205
Center	33	2103	4253 Providence Point Drive SE	0.69629	0.14205
Center	34	1089	4262 - 221st Court SE	0.34815	0.07102
Center	34	1090	4266 - 221st Court SE	0.34815	0.07102
Center	34	2104	4263 Providence Point Drive SE	0.60467	0.12336
Center	34	2105	4267 Providence Point Drive SE	0.60467	0.12336
Center	35	1091	4270 - 221st Court SE	0.34815	0.07102
Center	35	1092	4274 - 221st Court SE	0.37746	0.07701
Center	35	2106	4271 Providence Point Drive SE	0.60467	0.12336
Center	35	2107	4275 Providence Point Drive SE	0.60467	0.12336
Center	36	1093	4216 - 220th Place SE	0.57169	0.11663
Center	36	1094	4218 - 220th Place SE	0.39212	0.08000
Center	36	1095	4220 - 220th Place SE	0.35181	0.07177
Center	36	2108	4201 - 221st Place SE	0.57169	0.11663
Center	36	2109	4203 - 221st Place SE	0.39212	0.08000
Center	36	2110	4207 - 221st Place SE	0.35181	0.07177
Center	36	2111	4209 - 221st Place SE	0.42877	0.08747
Center	37	1096	4242 - 220th Place SE	0.67430	0.13756
Center	37	1097	4244 - 220th Place SE	0.50939	0.10392
Center	37	2112	4227 - 221st Place SE	0.67430	0.13756
Center	37	2113	4229 - 221st Place SE	0.50939	0.10392
Center	38	1098	4221 - 220th Place SE	0.50939	0.10392
Center	38	1099	4223 - 220th Place SE	0.37746	0.07701
Center	38	1100	4225 - 220th Place SE	0.37746	0.07701
Center	38	2114	4211 - 220th Place SE	0.50939	0.10392
Center	38	2115	4213 - 220th Place SE	0.37746	0.07701
Center	38	2116	4215 - 220th Place SE	0.37746	0.07701
Center	38	2117	4217 - 220th Place SE	0.42877	0.08747
Center	39	1101	4231 - 220th Place SE	0.37746	0.07701
Center	39	1102	4233 - 220th Place SE	0.37746	0.07701
Center	39	1103	4235 - 220th Place SE	0.50939	0.10392
Center	39	2118	4239 - 220th Place SE	0.42877	0.08747
Center	39	2119	4241 - 220th Place SE	0.37746	0.07701
Center	39	2120	4243 - 220th Place SE	0.37746	0.07701

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Center	39	2250	4245 - 220th Place SE	0.50939	0.10392
Center	126	1561	4212 - 221st Place SE	0.52222	0.10654
Center	126	1562	4214 - 221st Place SE	0.52405	0.10691
Center	126	2551	4161 Providence Point Drive SE	0.84068	0.17151
Center	126	2552	4163 Providence Point Drive SE	0.65781	0.13420
Center Total				99.99971	20.40101

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Forest	113	1601	4309 Providence Point Place SE	0.48512	0.11536
Forest	113	1602	4311 Providence Point Place SE	0.37980	0.09031
Forest	113	1603	4313 Providence Point Place SE	0.37980	0.09031
Forest	113	2601	4301 Providence Point Place SE	0.49518	0.11775
Forest	113	2602	4303 Providence Point Place SE	0.37980	0.09031
Forest	113	2603	4305 Providence Point Place SE	0.37980	0.09031
Forest	113	2604	4307 Providence Point Place SE	0.38891	0.09248
Forest	114	1604	4329 Providence Point Place SE	0.37980	0.09031
Forest	114	1605	4331 Providence Point Place SE	0.37980	0.09031
Forest	114	1606	4333 Providence Point Place SE	0.49518	0.11775
Forest	114	2605	4321 Providence Point Place SE	0.38891	0.09248
Forest	114	2606	4323 Providence Point Place SE	0.37980	0.09031
Forest	114	2607	4325 Providence Point Place SE	0.37980	0.09031
Forest	114	2608	4327 Providence Point Place SE	0.49518	0.11775
Forest	115	1607	22770 SE 43rd Lane	0.26410	0.06280
Forest	115	1608	22772 SE 43rd Lane	0.26410	0.06280
Forest	115	2609	4351 Providence Point Place SE	0.66716	0.15865
Forest	115	2610	4353 Providence Point Place SE	0.66716	0.15865
Forest	116	1609	22776 SE 43rd Lane	0.26410	0.06280
Forest	116	1610	22778 SE 43rd Lane	0.26410	0.06280
Forest	116	2611	4357 Providence Point Place SE	0.67879	0.16141
Forest	116	2612	4359 Providence Point Place SE	0.67879	0.16141
Forest	117	1611	22707 SE 43rd Court	0.70771	0.16829
Forest	117	1612	22709 SE 43rd Court	0.83851	0.19939
Forest	118	1613	22713 SE 43rd Court	0.70771	0.16829
Forest	118	1614	22715 SE 43rd Court	0.83851	0.19939
Forest	119	1615	22719 SE 43rd Court	0.70771	0.16829
Forest	119	1616	22721 SE 43rd Court	0.83851	0.19939
Forest	120	1617	22725 SE 43rd Court	0.80864	0.19229
Forest	120	1618	22729 SE 43rd Court	0.83851	0.19939
Forest	121	1619	22710 SE 43rd Court	0.44425	0.10564
Forest	121	1620	22714 SE 43rd Court	0.45022	0.10706
Forest	121	2613	22746 SE 43rd Court.	0.72941	0.17345
Forest	121	2614	22748 SE 43rd Court	0.63257	0.15042
Forest	122	1621	22733 SE 43rd Court	0.26410	0.06280
Forest	122	1622	22735 SE 43rd Court	0.26410	0.06280
Forest	122	2615	22741 SE 43rd Court	0.67879	0.16141
Forest	122	2616	22743 SE 43rd Court	0.67879	0.16141
Forest	123	1623	22752 SE 43rd Court	0.44425	0.10564
Forest	123	1624	22754 SE 43rd Court	0.44236	0.10519
Forest	123	2617	22760 SE 43rd Court	0.73192	0.17405
Forest	123	2618	22762 SE 43rd Court	0.64106	0.15244
Forest	190	1625	4405 Providence Point Place SE	0.64798	0.15409
Forest	190	2619	4407 Providence Point Place SE	0.65773	0.15640
Forest	191	1626	22637 SE 44th Lane	0.64798	0.15409

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Forest	191	1627	22633 SE 44th Lane	0.64798	0.15409
Forest	191	2620	22634 SE 44th Place	0.65773	0.15640
Forest	191	2621	22632 SE 44th Place	0.65773	0.15640
Forest	192	1628	22621 SE 44th Lane	0.64798	0.15409
Forest	192	1629	22617 SE 44th Lane	0.64798	0.15409
Forest	192	2622	22618 SE 44th Place	0.66967	0.15924
Forest	192	2623	22616 SE 44th Place	0.66967	0.15924
Forest	193	1630	22609 SE 44th Lane	0.64798	0.15409
Forest	193	2624	22603 SE 44th Place	0.65773	0.15640
Forest	194	1631	22635 SE 44th Place	0.43104	0.10250
Forest	194	1632	22629 SE 44th Place	0.43104	0.10250
Forest	194	1633	22625 SE 44th Place	0.43104	0.10250
Forest	194	1634	22615 SE 44th Place	0.43104	0.10250
Forest	194	1635	22611 SE 44th Place	0.43104	0.10250
Forest	194	1636	22605 SE 44th Place	0.43104	0.10250
Forest	194	2625	4411 Providence Point Place SE	0.33735	0.08022
Forest	194	2626	4415 Providence Point Place SE	0.27227	0.06474
Forest	194	2627	4421 Providence Point Place SE	0.33735	0.08022
Forest	194	2628	4423 Providence Point Place SE	0.27227	0.06474
Forest	194	2629	4429 Providence Point Place SE	0.33735	0.08022
Forest	194	2630	4431 Providence Point Place SE	0.27227	0.06474
Forest	194	2631	4437 Providence Point Place SE	0.33735	0.08022
Forest	194	2632	4439 Providence Point Place SE	0.27227	0.06474
Forest	194	2633	4445 Providence Point Place SE	0.33735	0.08022
Forest	194	2634	4447 Providence Point Place SE	0.27227	0.06474
Forest	194	2635	4453 Providence Point Place SE	0.33735	0.08022
Forest	194	2636	4455 Providence Point Place SE	0.27227	0.06474
Forest	194	3001	4417 Providence Point Place SE	0.54454	0.12949
Forest	194	3002	4425 Providence Point Place SE	0.54454	0.12949
Forest	194	3003	4433 Providence Point Place SE	0.54454	0.12949
Forest	194	3004	4441 Providence Point Place SE	0.54454	0.12949
Forest	194	3005	4449 Providence Point Place SE	0.54454	0.12949
Forest	194	3006	4457 Providence Point Place SE	0.54454	0.12949
Forest	195	101	4406 Providence Pt PI SE #101	0.53700	0.12769
Forest	195	102	4406 Providence Pt PI SE #102	0.53700	0.12769
Forest	195	103	4406 Providence Pt PI SE #103	0.39866	0.09480
Forest	195	104	4406 Providence Pt PI SE #104	0.36470	0.08672
Forest	195	105	4406 Providence Pt PI SE #105	0.43041	0.10235
Forest	195	106	4406 Providence Pt PI SE #106	0.43765	0.10407
Forest	195	107	4406 Providence Pt PI SE #107	0.37256	0.08859
Forest	195	108	4406 Providence Pt PI SE #108	0.26127	0.06213
Forest	195	109	4406 Providence Pt PI SE #109	0.26127	0.06213
Forest	195	110	4406 Providence Pt PI SE #110	0.39866	0.09480
Forest	195	111	4406 Providence Pt PI SE #111	0.53888	0.12814
Forest	195	201	4406 Providence Pt PI SE #201	0.53700	0.12769

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Forest	195	202	4406 Providence Pt PI SE #202	0.53700	0.12769
Forest	195	203	4406 Providence Pt PI SE #203	0.44456	0.10571
Forest	195	204	4406 Providence Pt PI SE #204	0.36470	0.08672
Forest	195	205	4406 Providence Pt PI SE #205	0.43041	0.10235
Forest	195	206	4406 Providence Pt PI SE #206	0.43765	0.10407
Forest	195	207	4406 Providence Pt PI SE #207	0.37256	0.08859
Forest	195	208	4406 Providence Pt PI SE #208	0.26127	0.06213
Forest	195	209	4406 Providence Pt PI SE #209	0.26127	0.06213
Forest	195	210	4406 Providence Pt PI SE #210	0.40117	0.09540
Forest	195	211	4406 Providence Pt PI SE #211	0.53888	0.12814
Forest	195	301	4406 Providence Pt PI SE #301	0.53700	0.12769
Forest	195	302	4406 Providence Pt PI SE #302	0.53700	0.12769
Forest	195	303	4406 Providence Pt PI SE #303	0.54045	0.12852
Forest	195	304	4406 Providence Pt PI SE #304	0.36470	0.08672
Forest	195	305	4406 Providence Pt PI SE #305	0.43041	0.10235
Forest	195	306	4406 Providence Pt PI SE #306	0.43765	0.10407
Forest	195	307	4406 Providence Pt PI SE #307	0.37256	0.08859
Forest	195	308	4406 Providence Pt PI SE #308	0.26127	0.06213
Forest	195	309	4406 Providence Pt PI SE #309	0.26127	0.06213
Forest	195	310	4406 Providence Pt PI SE #310	0.40117	0.09540
Forest	195	311	4406 Providence Pt PI SE #311	0.53888	0.12814
Forest	196	1637	4502 - 226th Terrace SE	0.60931	0.14489
Forest	196	2637	4506 - 226th Terrace SE	0.40652	0.09667
Forest	196	2662	4508 - 226th Terrace SE	0.35181	0.08366
Forest	196	3007	4510 - 226th Terrace SE	0.68634	0.16321
Forest	197	1638	4500 Providence Point Place SE	0.65773	0.15640
Forest	197	2638	4506 Providence Point Place SE	0.66967	0.15924
Forest	198	1639	22579 SE 45th Street	0.88787	0.21113
Forest	198	1640	22575 SE 45th Street	0.76148	0.18108
Forest	199	1641	22569 SE 45th Street	0.55617	0.13226
Forest	199	1670	22571 SE 45th Street	0.55617	0.13226
Forest	199	2639	22561 SE 45th Place	0.56120	0.13345
Forest	199	2663	22563 SE 45th Place	0.56120	0.13345
Forest	200	1642	22559 SE 45th Lane	0.65773	0.15640
Forest	200	1643	22563 SE 45th Lane	0.65773	0.15640
Forest	200	2640	22558 SE 45th Street	0.66967	0.15924
Forest	200	2641	22562 SE 45th Street	0.66967	0.15924
Forest	201	1644	22530 SE 45th Lane	0.83882	0.19947
Forest	201	1645	22536 SE 45th Lane	0.76148	0.18108
Forest	202	1646	22518 SE 45th Lane	0.88787	0.21113
Forest	202	1647	22524 SE 45th Lane	0.76148	0.18108
Forest	203	1648	4514 Providence Point Place SE	0.65773	0.15640
Forest	203	1649	4512 Providence Point Place SE	0.65773	0.15640
Forest	203	2642	22500 SE 45th Lane	0.66967	0.15924
Forest	203	2643	22506 SE 45th Lane	0.66967	0.15924

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Forest	204	1650	4505 Providence Point Place SE	0.74576	0.17734
Forest	204	1651	4515 Providence Point Place SE	0.85171	0.20253
Forest	205	1671	4521 Providence Point Place SE	0.66967	0.15924
Forest	205	2664	4523 Providence Point Place SE	0.66967	0.15924
Forest	206	101	4535 Providence Pt PI SE #101	0.47317	0.11252
Forest	206	102	4535 Providence Pt PI SE #102	0.38011	0.09039
Forest	206	103	4535 Providence Pt PI SE #103	0.47317	0.11252
Forest	206	104	4535 Providence Pt PI SE #104	0.38860	0.09241
Forest	206	105	4535 Providence Pt PI SE #105	0.38860	0.09241
Forest	206	106	4535 Providence Pt PI SE #106	0.39269	0.09338
Forest	206	107	4535 Providence Pt PI SE #107	0.51153	0.12164
Forest	206	201	4535 Providence Pt PI SE #201	0.47317	0.11252
Forest	206	202	4535 Providence Pt PI SE #202	0.38011	0.09039
Forest	206	203	4535 Providence Pt PI SE #203	0.47317	0.11252
Forest	206	204	4535 Providence Pt PI SE #204	0.38860	0.09241
Forest	206	205	4535 Providence Pt PI SE #205	0.38860	0.09241
Forest	206	206	4535 Providence Pt PI SE #206	0.41910	0.09966
Forest	206	207	4535 Providence Pt PI SE #207	0.51153	0.12164
Forest	206	301	4535 Providence Pt PI SE #301	0.55995	0.13315
Forest	206	302	4535 Providence Pt PI SE #302	0.46688	0.11102
Forest	206	303	4535 Providence Pt PI SE #303	0.37885	0.09009
Forest	206	304	4535 Providence Pt PI SE #304	0.37885	0.09009
Forest	206	305	4535 Providence Pt PI SE #305	0.66747	0.15872
Forest	206	401	4535 Providence Pt PI SE #401	0.55995	0.13315
Forest	206	402	4535 Providence Pt PI SE #402	0.46688	0.11102
Forest	206	403	4535 Providence Pt PI SE #403	0.37885	0.09009
Forest	206	404	4535 Providence Pt PI SE #404	0.37885	0.09009
Forest	206	405	4535 Providence Pt PI SE #405	0.66747	0.15872
Forest	207	1652	22505 SE 45th Lane	0.56089	0.13338
Forest	207	1653	22511 SE 45th Lane	0.43419	0.10325
Forest	207	1654	22517 SE 45th Lane	0.43419	0.10325
Forest	207	1655	22523 SE 45th Lane	0.37948	0.09024
Forest	207	1656	22529 SE 45th Lane	0.37948	0.09024
Forest	207	1657	22535 SE 45th Lane	0.43419	0.10325
Forest	207	1658	22541 SE 45th Lane	0.56089	0.13338
Forest	207	2644	22504 SE 45th Street	0.56561	0.13450
Forest	207	2645	22510 SE 45th Street	0.47286	0.11244
Forest	207	2646	22516 SE 45th Street	0.47286	0.11244
Forest	207	2647	22522 SE 45th Street	0.37665	0.08957
Forest	207	2648	22528 SE 45th Street	0.37665	0.08957
Forest	207	2649	22534 SE 45th Street	0.47286	0.11244
Forest	207	2650	22540 SE 45th Street	0.56561	0.13450
Forest	208	1659	4516 - 226th Terrace SE	0.60931	0.14489
Forest	208	2651	4520 - 226th Terrace SE	0.40652	0.09667
Forest	208	2665	4522 - 226th Terrace SE	0.35181	0.08366

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Forest	208	3009	4524 - 226th Terrace SE	0.68634	0.16321
Forest	209	1660	22509 SE 45th Street	0.43419	0.10325
Forest	209	1661	22515 SE 45th Street	0.43419	0.10325
Forest	209	1662	22521 SE 45th Street	0.37948	0.09024
Forest	209	1663	22527 SE 45th Street	0.37948	0.09024
Forest	209	1664	22533 SE 45th Street	0.43419	0.10325
Forest	209	1665	22539 SE 45th Street	0.37948	0.09024
Forest	209	1666	22545 SE 45th Street	0.37948	0.09024
Forest	209	1667	22551 SE 45th Street	0.37948	0.09024
Forest	209	1668	22557 SE 45th Street	0.42098	0.10011
Forest	209	1669	22503 SE 45th Street	0.43419	0.10325
Forest	209	2652	22508 SE 45th Place	0.47286	0.11244
Forest	209	2653	22514 SE 45th Place	0.47286	0.11244
Forest	209	2654	22520 SE 45th Place	0.38671	0.09196
Forest	209	2655	22526 SE 45th Place	0.38671	0.09196
Forest	209	2656	22532 SE 45th Place	0.47286	0.11244
Forest	209	2657	22538 SE 45th Place	0.38671	0.09196
Forest	209	2658	22544 SE 45th Place	0.38671	0.09196
Forest	209	2659	22550 SE 45th Place	0.38671	0.09196
Forest	209	2660	22556 SE 45th Place	0.47286	0.11244
Forest	209	2661	22502 SE 45th Place	0.47286	0.11244
Forest Total				100.00010	23.77940

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Garden	73	1301	3671 - 225th Place SE	0.80722	0.09831
Garden	73	1302	3669 - 225th Place SE	0.80722	0.09831
Garden	73	2301	3677 - 225th Place SE	0.90544	0.11027
Garden	73	2302	3679 - 225th Place SE	0.81950	0.09981
Garden	73	2303	3681 - 225th Place SE	0.90544	0.11027
Garden	74	1303	3687 - 225th Place SE	0.90544	0.11027
Garden	74	1304	3685 - 225th Place SE	0.90544	0.11027
Garden	75	1305	3676 - 224th Place SE	0.99506	0.12119
Garden	75	1306	3674 - 224th Place SE	0.99506	0.12119
Garden	76	1307	3664 - 224th Place SE	0.77468	0.09435
Garden	76	1308	3662 - 224th Place SE	0.77468	0.09435
Garden	76	2304	3666 - 224th Place SE	0.79187	0.09644
Garden	76	2305	3668 - 224th Place SE	1.06872	0.13016
Garden	76	2306	3670 - 224th Place SE	0.79187	0.09644
Garden	77	1309	3652 - 224th Place SE	0.77468	0.09435
Garden	77	1310	3650 - 224th Place SE	0.77468	0.09435
Garden	77	2307	3654 - 224th Place SE	0.79187	0.09644
Garden	77	2308	3656 - 224th Place SE	1.06872	0.13016
Garden	77	2309	3658 - 224th Place SE	0.79187	0.09644
Garden	78	1311	3640 - 224th Place SE	0.77468	0.09435
Garden	78	1312	3638 - 224th Place SE	0.77468	0.09435
Garden	78	2310	3642 - 224th Place SE	0.79187	0.09644
Garden	78	2311	3644 - 224th Place SE	1.06872	0.13016
Garden	78	2312	3646 - 224th Place SE	0.79187	0.09644
Garden	79	1313	3628 - 224th Place SE	0.77468	0.09435
Garden	79	1314	3626 - 224th Place SE	0.77468	0.09435
Garden	79	2313	3630 - 224th Place SE	0.79187	0.09644
Garden	79	2314	3632 - 224th Place SE	1.06872	0.13016
Garden	79	2315	3634 - 224th Place SE	0.79187	0.09644
Garden	80	1315	3620 - 224th Place SE	0.99506	0.12119
Garden	80	1316	3622 - 224th Place SE	0.99506	0.12119
Garden	81	1317	22413 SE 36th Lane	0.88395	0.10766
Garden	81	1318	22415 SE 36th Lane	1.06872	0.13016
Garden	81	1319	22417 SE 36th Lane	0.88395	0.10766
Garden	82	1320	3617 - 225th Place SE	0.90544	0.11027
Garden	82	1321	3619 - 225th Place SE	0.90544	0.11027
Garden	83	1322	3625 - 225th Place SE	0.90544	0.11027
Garden	83	1323	3623 - 225th Place SE	0.90544	0.11027
Garden	84	1324	3633 - 225th Place SE	0.88395	0.10766
Garden	84	1325	3635 - 225th Place SE	1.06872	0.13016
Garden	84	1326	3637 - 225th Place SE	0.88395	0.10766
Garden	85	1327	3641 - 225th Place SE	0.90544	0.11027
Garden	85	1328	3643 - 225th Place SE	0.90544	0.11027
Garden	86	1329	3647 - 225th Place SE	0.60772	0.07402
Garden	86	1330	3649 - 225th Place SE	0.60772	0.07402

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Garden	86	2316	3661 - 225th Place SE	0.73540	0.08957
Garden	86	2317	3663 - 225th Place SE	0.81950	0.09981
Garden	86	2318	3665 - 225th Place SE	0.73540	0.08957
Garden	87	1331	3652 - 225th Place SE	0.69795	0.08501
Garden	87	1332	3650 - 225th Place SE	0.69795	0.08501
Garden	87	2319	3656 - 225th Place SE	0.73540	0.08957
Garden	87	2320	3658 - 225th Place SE	0.81950	0.09981
Garden	87	2321	3660 - 225th Place SE	0.73540	0.08957
Garden	88	1333	3666 - 225th Place SE	0.69795	0.08501
Garden	88	1334	3664 - 225th Place SE	0.69795	0.08501
Garden	88	2322	3670 - 225th Place SE	0.73540	0.08957
Garden	88	2323	3672 - 225th Place SE	0.81950	0.09981
Garden	88	2324	3674 - 225th Place SE	0.73540	0.08957
Garden	89	1335	3680 - 225th Place SE	0.69795	0.08501
Garden	89	1336	3678 - 225th Place SE	0.69795	0.08501
Garden	89	2325	3684 - 225th Place SE	0.73540	0.08957
Garden	89	2326	3686 - 225th Place SE	0.81950	0.09981
Garden	89	2327	3688 - 225th Place SE	0.73540	0.08957
Garden	90	1337	3692 - 225th Place SE	0.90544	0.11027
Garden	90	1338	3694 - 225th Place SE	0.90544	0.11027
Garden	91	1339	3697 - 224th Place SE	0.90544	0.11027
Garden	91	1340	3695 - 224th Place SE	0.90544	0.11027
Garden	92	1341	3693 - 224th Place SE	0.90544	0.11027
Garden	92	1342	3691 - 224th Place SE	0.90544	0.11027
Garden	93	1343	3685 - 224th Place SE	0.90544	0.11027
Garden	93	1344	3687 - 224th Place SE	0.90544	0.11027
Garden	94	1345	3681 - 224th Place SE	0.90544	0.11027
Garden	94	1346	3683 - 224th Place SE	0.90544	0.11027
Garden	95	1347	3677 - 224th Place SE	0.88395	0.10766
Garden	95	1348	3675 - 224th Place SE	1.06872	0.13016
Garden	95	1349	3673 - 224th Place SE	0.88395	0.10766
Garden	96	1350	3667 - 224th Place SE	0.99506	0.12119
Garden	96	1351	3669 - 224th Place SE	0.99506	0.12119
Garden	97	1352	3663 - 224th Place SE	0.88395	0.10766
Garden	97	1353	3661 - 224th Place SE	1.06872	0.13016
Garden	97	1354	3659 - 224th Place SE	0.88395	0.10766
Garden	98	1355	3653 - 224th Place SE	0.99506	0.12119
Garden	98	1356	3651 - 224th Place SE	0.99506	0.12119
Garden	99	1357	3639 - 224th Place SE	0.77468	0.09435
Garden	99	1358	3637 - 224th Place SE	0.77468	0.09435
Garden	99	2328	3643 - 224th Place SE	0.79187	0.09644
Garden	99	2329	3645 - 224th Place SE	1.06872	0.13016
Garden	99	2330	3647 - 224th Place SE	0.79187	0.09644
Garden	100	1359	3625 - 224th Place SE	0.77468	0.09435
Garden	100	1360	3623 - 224th Place SE	0.77468	0.09435

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Garden	100	2331	3629 - 224th Place SE	0.79187	0.09644
Garden	100	2332	3631 - 224th Place SE	1.06872	0.13016
Garden	100	2333	3633 - 224th Place SE	0.79187	0.09644
Garden	101	1361	3611 - 224th Place SE	0.77468	0.09435
Garden	101	1362	3609 - 224th Place SE	0.77468	0.09435
Garden	101	2334	3615 - 224th Place SE	0.79187	0.09644
Garden	101	2335	3617 - 224th Place SE	1.06872	0.13016
Garden	101	2336	3619 - 224th Place SE	0.79187	0.09644
Garden	102	1363	3601 - 224th Place SE	0.88395	0.10766
Garden	102	1364	3603 - 224th Place SE	1.06872	0.13016
Garden	102	1365	3605 - 224th Place SE	0.88395	0.10766
Garden	103	1366	22404 SE 36th Lane	0.88395	0.10766
Garden	103	1367	22406 SE 36th Lane	1.06872	0.13016
Garden	103	1368	22408 SE 36th Lane	0.88395	0.10766
Garden	104	1369	22414 SE 36th Lane	0.88395	0.10766
Garden	104	1370	22416 SE 36th Lane	1.06872	0.13016
Garden	104	1371	22418 SE 36th Lane	0.88395	0.10766
Garden	105	1372	3600 - 225th Place SE	0.88395	0.10766
Garden	105	1373	3602 - 225th Place SE	1.06872	0.13016
Garden	105	1374	3604 - 225th Place SE	0.88395	0.10766
Garden	106	1375	3610 - 225th Place SE	0.99506	0.12119
Garden	106	1376	3608 - 225th Place SE	0.99506	0.12119
Garden	107	1377	3616 - 225th Place SE	0.88395	0.10766
Garden	107	1378	3618 - 225th Place SE	1.06872	0.13016
Garden	107	1379	3620 - 225th Place SE	0.88395	0.10766
Garden Total				100.00000	12.17913

Village	Original Recorded Bldg #	Fire Marshall Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Highland	127	125	1380	22498 SE 37th Terrace	0.73768	0.10549
Highland	128	125	1381	22496 SE 37th Terrace	0.73768	0.10549
Highland	129	127	1382	22489 SE Highland Terrace	0.54477	0.07790
Highland	130	127	1383	22487 SE Highland Terrace	0.54843	0.07843
Highland	131	127	1384	22481 SE Highland Terrace	0.54843	0.07843
Highland	132	127	1385	22473 SE Highland Terrace	0.54843	0.07843
Highland	133	127	1386	22469 SE Highland Terrace	0.54843	0.07843
Highland	134	127	1387	22465 SE Highland Terrace	0.54477	0.07790
Highland	129	127	2337	22488 SE 37th Terrace	0.70474	0.10078
Highland	130	127	2338	22486 SE 37th Terrace	0.70579	0.10093
Highland	131	127	2339	22480 SE 37th Terrace	0.69795	0.09981
Highland	132	127	2340	22478 SE 37th Terrace	0.70579	0.10093
Highland	133	127	2341	22466 SE 37th Terrace	0.70579	0.10093
Highland	134	127	2342	22464 SE 37th Terrace	0.70474	0.10078
Highland	135	128	1388	22463 SE Highland Terrace	0.53483	0.07648
Highland	136	128	1389	22457 SE Highland Terrace	0.54006	0.07723
Highland	137	128	1390	22451 SE Highland Terrace	0.54372	0.07775
Highland	135	128	2343	22462 SE 37th Terrace	0.68488	0.09794
Highland	136	128	2344	22458 SE 37th Terrace	0.70579	0.10093
Highland	137	128	2345	22454 SE 37th Terrace	0.82865	0.11850
Highland	138	129	1391	22495 SE 37th Terrace	0.54477	0.07790
Highland	139	129	1392	22491 SE 37th Terrace	0.54843	0.07843
Highland	140	129	1393	22485 SE 37th Terrace	0.54843	0.07843
Highland	141	129	1394	22479 SE 37th Terrace	0.54843	0.07843
Highland	142	129	1395	22477 SE 37th Terrace	0.54843	0.07843
Highland	143	129	1396	22467 SE 37th Terrace	0.54477	0.07790
Highland	138	129	2346	22494 SE 38th Terrace	0.70474	0.10078
Highland	139	129	2347	22492 SE 38th Terrace	0.70579	0.10093
Highland	140	129	2348	22484 SE 38th Terrace	0.70579	0.10093
Highland	141	129	2349	22476 SE 38th Terrace	0.70579	0.10093
Highland	142	129	2350	22474 SE 38th Terrace	0.70579	0.10093
Highland	143	129	2351	22470 SE 38th Terrace	0.70474	0.10078
Highland	144	130	1397	22461 SE 37th Terrace	0.54477	0.07790
Highland	145	130	1398	22455 SE 37th Terrace	0.54372	0.07775
Highland	144	130	2352	22460 SE 38th Terrace	0.70474	0.10078
Highland	145	130	2353	22452 SE 38th Terrace	0.82865	0.11850
Highland	146	131	1399	22502 SE 37th Terrace	0.73768	0.10549
Highland	147	131	1400	22508 SE 37th Terrace	0.73768	0.10549
Highland	148	132	1401	22514 SE 37th Terrace	0.73768	0.10549
Highland	149	132	1402	22520 SE 37th Terrace	0.69743	0.09973
Highland	150	133	1403	3752 Providence Point Drive SE	0.54477	0.07790
Highland	151	133	1404	3750 Providence Point Drive SE	0.55888	0.07992
Highland	152	133	1405	22540 SE 37th Terrace	0.55888	0.07992
Highland	150	133	2354	22526 SE 37th Terrace	0.70474	0.10078

Village	Original Recorded Bldg #	Fire Marshall Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Highland	151	133	2355	22532 SE 37th Terrace	0.70579	0.10093
Highland	152	133	2356	22536 SE 37th Terrace	0.70579	0.10093
Highland	153	134	1406	22544 SE 37th Terrace	0.54477	0.07790
Highland	153	134	2357	22548 SE 37th Terrace	0.70474	0.10078
Highland	154	135	1407	22552 SE 37th Terrace	0.69743	0.09973
Highland	155	135	1408	22554 SE 37th Terrace	0.69743	0.09973
Highland	156	136	1409	22511 SE 37th Terrace	0.54477	0.07790
Highland	157	136	1410	22515 SE 37th Terrace	0.54843	0.07843
Highland	158	136	1411	22521 SE 37th Terrace	0.54843	0.07843
Highland	153	136	1412	22531 SE 37th Terrace	0.54477	0.07790
Highland	156	136	2358	22504 SE 38th Terrace	0.70474	0.10078
Highland	157	136	2359	22510 SE 38th Terrace	0.70579	0.10093
Highland	158	136	2360	22516 SE 38th Terrace	0.70579	0.10093
Highland	159	136	2361	22522 SE 38th Terrace	0.70474	0.10078
Highland	160	137	1413	22547 SE 37th Terrace	0.54477	0.07790
Highland	161	137	1414	22551 SE 37th Terrace	0.54843	0.07843
Highland	162	137	1415	22553 SE 37th Terrace	0.58084	0.08306
Highland	160	137	2362	22528 SE 38th Terrace	0.70474	0.10078
Highland	161	137	2363	22534 SE 38th Terrace	0.70579	0.10093
Highland	162	137	2364	22538 SE 38th Terrace	0.83179	0.11895
Highland	163	138	1416	22493 SE 38th Terrace	0.54947	0.07858
Highland	164	138	1417	22483 SE 38th Terrace	0.55261	0.07902
Highland	165	138	1418	22475 SE 38th Terrace	0.55261	0.07902
Highland	166	138	1419	22471 SE 38th Terrace	0.55261	0.07902
Highland	167	138	1420	22459 SE 38th Terrace	0.55261	0.07902
Highland	138	138	1421	22453 SE 38th Terrace	0.57979	0.08291
Highland	163	138	2365	22490 SE Highland Circle	0.59914	0.08568
Highland	164	138	2366	22482 SE Highland Circle	0.59391	0.08493
Highland	165	138	2367	22472 SE Highland Circle	0.59391	0.08493
Highland	166	138	2368	22468 SE Highland Circle	0.59391	0.08493
Highland	167	138	2369	22456 SE Highland Circle	0.59391	0.08493
Highland	168	138	2370	22450 SE Highland Circle	0.59914	0.08568
Highland	169	139	1422	22513 SE 38th Terrace	0.56045	0.08015
Highland	170	139	1423	22519 SE 38th Terrace	0.54843	0.07843
Highland	171	139	1424	22527 SE 38th Terrace	0.56515	0.08082
Highland	172	139	1425	22533 SE 38th Terrace	0.54843	0.07843
Highland	173	139	1426	22537 SE 38th Terrace	0.57823	0.08269
Highland	169	139	2371	22506 SE Highland Circle	0.70474	0.10078
Highland	170	139	2372	22512 SE Highland Circle	0.71416	0.10213
Highland	171	139	2373	22518 SE Highland Circle	0.71416	0.10213
Highland	172	139	2374	22524 SE Highland Circle	0.71416	0.10213
Highland	173	139	2375	22530 SE Highland Circle	0.83179	0.11895
Highland	174	174	101	22535 SE Highland Circle #101	0.77428	0.11072
Highland	174	174	102	22535 SE Highland Circle #102	0.63469	0.09076

Village	Original Recorded Bldg #	Fire Marshall Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Highland	174	174	103	22535 SE Highland Circle #103	0.77428	0.11072
Highland	174	174	104	22535 SE Highland Circle #104	0.62580	0.08949
Highland	174	174	105	22535 SE Highland Circle #105	0.62580	0.08949
Highland	174	174	106	22535 SE Highland Circle #106	0.77062	0.11020
Highland	174	174	201	22535 SE Highland Circle #201	0.77428	0.11072
Highland	174	174	202	22535 SE Highland Circle #202	0.63469	0.09076
Highland	174	174	203	22535 SE Highland Circle #203	0.77428	0.11072
Highland	174	174	204	22535 SE Highland Circle #204	0.62580	0.08949
Highland	174	174	205	22535 SE Highland Circle #205	0.62580	0.08949
Highland	174	174	206	22535 SE Highland Circle #206	0.77062	0.11020
Highland	174	174	301	22535 SE Highland Circle #301	0.77428	0.11072
Highland	174	174	302	22535 SE Highland Circle #302	0.63469	0.09076
Highland	174	174	303	22535 SE Highland Circle #303	0.77428	0.11072
Highland	174	174	304	22535 SE Highland Circle #304	0.62580	0.08949
Highland	174	174	305	22535 SE Highland Circle #305	0.62580	0.08949
Highland	174	174	306	22535 SE Highland Circle #306	0.77062	0.11020
Highland	174	174	401	22535 SE Highland Circle #401	0.77428	0.11072
Highland	174	174	402	22535 SE Highland Circle #402	0.63469	0.09076
Highland	174	174	403	22535 SE Highland Circle #403	0.77376	0.11065
Highland	175	175	1429	22435 SE Highland Lane	1.12613	0.16104
Highland	175	175	1430	22437 SE Highland Lane	1.12613	0.16104
Highland	176	176	1431	22470 SE Highland Terrace	1.10522	0.15805
Highland	176	176	1432	22474 SE Highland Terrace	0.90603	0.12956
Highland	176	176	1433	22480 SE Highland Terrace	0.90603	0.12956
Highland	176	176	1434	22484 SE Highland Terrace	1.11201	0.15902
Highland	177	177	1435	22426 SE Highland Lane	1.11463	0.15939
Highland	177	177	1436	22424 SE Highland Lane	0.90603	0.12956
Highland	177	177	1437	22422 SE Highland Lane	0.90603	0.12956
Highland	177	177	1438	22420 SE Highland Lane	1.11201	0.15902
Highland	178	178	101	22425 SE Highland Lane #101	0.78264	0.11192
Highland	178	178	102	22425 SE Highland Lane #102	0.62580	0.08949
Highland	178	178	103	22425 SE Highland Lane #103	0.78264	0.11192
Highland	178	178	104	22425 SE Highland Lane #104	0.63783	0.09121
Highland	178	178	105	22425 SE Highland Lane #105	0.63783	0.09121
Highland	178	178	106	22425 SE Highland Lane #106	0.63103	0.09024
Highland	178	178	107	22425 SE Highland Lane #107	0.85427	0.12216
Highland	178	178	201	22425 SE Highland Lane #201	0.78264	0.11192
Highland	178	178	202	22425 SE Highland Lane #202	0.62580	0.08949
Highland	178	178	203	22425 SE Highland Lane #203	0.78264	0.11192
Highland	178	178	204	22425 SE Highland Lane #204	0.63783	0.09121
Highland	178	178	205	22425 SE Highland Lane #205	0.63783	0.09121
Highland	178	178	206	22425 SE Highland Lane #206	0.67076	0.09592
Highland	178	178	207	22425 SE Highland Lane #207	0.85427	0.12216
Highland	178	178	301	22425 SE Highland Lane #301	0.92119	0.13173

Village	Original Recorded Bldg #	Fire Marshall Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Highland	178	178	302	22425 SE Highland Lane #302	0.76957	0.11005
Highland	178	178	303	22425 SE Highland Lane #303	0.62319	0.08912
Highland	178	178	304	22425 SE Highland Lane #304	0.62319	0.08912
Highland	178	178	305	22425 SE Highland Lane #305	1.11253	0.15909
Highland	178	178	401	22425 SE Highland Lane #401	0.92119	0.13173
Highland	178	178	402	22425 SE Highland Lane #402	0.76957	0.11005
Highland	178	178	403	22425 SE Highland Lane #403	0.62319	0.08912
Highland	178	178	404	22425 SE Highland Lane #404	0.62319	0.08912
Highland	178	178	405	22425 SE Highland Lane #405	1.11253	0.15909
Highland	179	179	1427	22431 SE Highland Lane	1.11201	0.15902
Highland	179	179	1428	22433 SE Highland Lane	1.11567	0.15954
Highland Total					100.00018	14.30019

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Hilltop	58	1171	4251 - 224th Court SE	1.38102	0.10392
Hilltop	58	1172	4253 - 224th Court SE	1.54993	0.11663
Hilltop	58	2191	4257 - 224th Court SE	1.38102	0.10392
Hilltop	58	2192	4259 - 224th Court SE	1.54993	0.11663
Hilltop	59	1173	22403 SE 42nd Terrace	1.16244	0.08747
Hilltop	59	1174	22405 SE 42nd Terrace	1.02335	0.07701
Hilltop	59	1175	4262 - 224th Court SE	1.38102	0.10392
Hilltop	59	2193	22411 SE 42nd Terrace	1.16244	0.08747
Hilltop	59	2194	22413 SE 42nd Terrace	1.02335	0.07701
Hilltop	59	2195	22415 SE 42nd Terrace	1.38102	0.10392
Hilltop	60	1176	4270 - 224th Court SE	1.38102	0.10392
Hilltop	60	1177	4272 - 224th Court SE	1.54993	0.11663
Hilltop	60	2196	22421 SE 42nd Terrace	1.38102	0.10392
Hilltop	60	2197	22423 SE 42nd Terrace	1.54993	0.11663
Hilltop	61	1178	22431 SE 42nd Terrace	1.38102	0.10392
Hilltop	61	1179	22433 SE 42nd Terrace	1.02335	0.07701
Hilltop	61	1180	22435 SE 42nd Terrace	1.38102	0.10392
Hilltop	61	2198	22441 SE 42nd Terrace	1.38102	0.10392
Hilltop	61	2199	22443 SE 42nd Terrace	1.02335	0.07701
Hilltop	61	2200	22445 SE 42nd Terrace	1.38102	0.10392
Hilltop	62	1181	22451 SE 42nd Terrace	1.38102	0.10392
Hilltop	62	1182	22453 SE 42nd Terrace	1.54993	0.11663
Hilltop	62	2201	22457 SE 42nd Terrace	1.38102	0.10392
Hilltop	62	2202	22459 SE 42nd Terrace	1.54993	0.11663
Hilltop	63	1183	22479 SE 42nd Terrace	1.38102	0.10392
Hilltop	63	1184	22477 SE 42nd Terrace	1.54993	0.11663
Hilltop	63	2203	22473 SE 42nd Terrace	1.38102	0.10392
Hilltop	63	2204	22471 SE 42nd Terrace	1.54993	0.11663
Hilltop	64	1185	22501 SE 42nd Terrace	1.82812	0.13756
Hilltop	64	1186	22513 SE 42nd Terrace	1.82812	0.13756
Hilltop	64	2205	22505 SE 42nd Terrace	1.82812	0.13756
Hilltop	64	2206	22509 SE 42nd Terrace	1.82812	0.13756
Hilltop	65	1187	22535 SE 42nd Terrace	1.38102	0.10392
Hilltop	65	1188	22537 SE 42nd Terrace	1.06309	0.08000
Hilltop	65	1189	22539 SE 42nd Terrace	1.02335	0.07701
Hilltop	65	2207	22521 SE 42nd Terrace	1.38102	0.10392
Hilltop	65	2208	22523 SE 42nd Terrace	1.06309	0.08000
Hilltop	65	2209	22527 SE 42nd Terrace	1.02335	0.07701
Hilltop	65	2210	22529 SE 42nd Terrace	1.16244	0.08747
Hilltop	66	1190	22567 SE 42nd Terrace	1.38102	0.10392
Hilltop	66	1191	22569 SE 42nd Terrace	1.54993	0.11663
Hilltop	66	2211	22561 SE 42nd Terrace	1.38102	0.10392
Hilltop	66	2212	22563 SE 42nd Terrace	1.54993	0.11663
Hilltop	67	1192	22549 SE 42nd Court	1.82812	0.13756
Hilltop	67	1193	22557 SE 42nd Court	1.06309	0.08000

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Hilltop	67	1450	22559 SE 42nd Court	1.38102	0.10392
Hilltop	67	2213	22551 SE 42nd Court	1.82812	0.13756
Hilltop	67	2214	22553 SE 42nd Court	1.06309	0.08000
Hilltop	67	2251	22555 SE 42nd Court	1.38102	0.10392
Hilltop	68	1194	22522 SE 42nd Terrace	1.37109	0.10317
Hilltop	68	1195	22524 SE 42nd Terrace	1.37109	0.10317
Hilltop	68	2215	22531 SE 42nd Court	1.88773	0.14205
Hilltop	68	2216	22533 SE 42nd Court	1.88773	0.14205
Hilltop	68	2252	22541 SE 42nd Court	1.88773	0.14205
Hilltop	68	2253	22543 SE 42nd Court	1.88773	0.14205
Hilltop	69	1196	22486 SE 42nd Terrace	1.38102	0.10392
Hilltop	69	1197	22484 SE 42nd Terrace	1.06309	0.08000
Hilltop	69	1198	22482 SE 42nd Terrace	1.16244	0.08747
Hilltop	69	2217	22494 SE 42nd Terrace	1.38102	0.10392
Hilltop	69	2218	22492 SE 42nd Terrace	1.06309	0.08000
Hilltop	69	2219	22490 SE 42nd Terrace	1.16244	0.08747
Hilltop	70	1199	4150 - 223rd Place SE	1.54993	0.11663
Hilltop	70	1200	22440 SE 42nd Terrace	1.82812	0.13756
Hilltop	70	2220	22448 SE 42nd Terrace	1.54993	0.11663
Hilltop	70	2221	22446 SE 42nd Terrace	1.82812	0.13756
Hilltop	71	1201	4208 - 223rd Place SE	1.38102	0.10392
Hilltop	71	1202	4210 - 223rd Place SE	0.95380	0.07177
Hilltop	71	1203	22404 SE 42nd Terrace	1.54993	0.11663
Hilltop	71	2222	22414 SE 42nd Terrace	1.38102	0.10392
Hilltop	71	2223	22412 SE 42nd Terrace	0.95380	0.07177
Hilltop	71	2224	22410 SE 42nd Terrace	1.54993	0.11663
Hilltop Total				100.00000	7.52487

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Meadow	40	1104	4049 - 220th Place SE	1.96649	0.13755
Meadow	40	1105	4037 - 220th Place SE	1.66739	0.11663
Meadow	40	2121	4045 - 220th Place SE	1.96649	0.13755
Meadow	40	2122	4041 - 220th Place SE	1.66739	0.11663
Meadow	41	1106	4033 - 220th Place SE	1.48569	0.10392
Meadow	41	1107	4031 - 220th Place SE	1.66739	0.11663
Meadow	41	2123	4027 - 220th Place SE	1.48569	0.10392
Meadow	41	2124	4025 - 220th Place SE	1.66739	0.11663
Meadow	42	1108	4019 - 220th Place SE	0.92455	0.06467
Meadow	42	1109	4017 - 220th Place SE	1.14366	0.08000
Meadow	42	1110	4015 - 220th Place SE	1.66739	0.11663
Meadow	42	2125	4009 - 220th Place SE	1.25054	0.08747
Meadow	42	2126	4007 - 220th Place SE	0.92455	0.06467
Meadow	42	2127	4005 - 220th Place SE	1.14366	0.08000
Meadow	42	2128	4003 - 220th Place SE	1.66739	0.11663
Meadow	43	1111	22002 SE 40th Lane	0.92455	0.06467
Meadow	43	1112	22004 SE 40th Lane	0.92455	0.06467
Meadow	43	1113	22006 SE 40th Lane	1.25054	0.08747
Meadow	43	2129	22012 SE 40th Lane	1.25054	0.08747
Meadow	43	2130	22014 SE 40th Lane	0.92455	0.06467
Meadow	43	2131	22016 SE 40th Lane	0.92455	0.06467
Meadow	43	2132	22018 SE 40th Lane	1.25054	0.08747
Meadow	44	1114	22100 SE 40th Lane	1.25054	0.08747
Meadow	44	1115	22102 SE 40th Lane	1.14366	0.08000
Meadow	44	1116	22104 SE 40th Lane	1.48569	0.10392
Meadow	44	2133	22110 SE 40th Lane	1.25054	0.08747
Meadow	44	2134	22112 SE 40th Lane	1.14366	0.08000
Meadow	44	2135	22114 SE 40th Lane	1.48569	0.10392
Meadow	45	1117	22130 SE 40th Lane	1.25054	0.08747
Meadow	45	1118	22132 SE 40th Lane	1.14366	0.08000
Meadow	45	1119	22134 SE 40th Lane	1.66739	0.11663
Meadow	45	2136	3965 Providence Point Drive SE	1.25054	0.08747
Meadow	45	2137	3963 Providence Point Drive SE	1.14366	0.08000
Meadow	45	2138	3961 Providence Point Drive SE	1.66739	0.11663
Meadow	46	1120	22144 SE 40th Lane	1.48569	0.10392
Meadow	46	1121	22142 SE 40th Lane	0.92455	0.06467
Meadow	46	1122	22140 SE 40th Lane	0.92455	0.06467
Meadow	46	2139	3977 Providence Point Drive SE	1.48569	0.10392
Meadow	46	2140	3975 Providence Point Drive SE	0.92455	0.06467
Meadow	46	2141	3973 Providence Point Drive SE	0.92455	0.06467
Meadow	46	2142	3971 Providence Point Drive SE	1.25054	0.08747
Meadow	47	1123	22139 SE 40th Lane	1.66739	0.11663
Meadow	47	1124	22137 SE 40th Lane	1.48569	0.10392
Meadow	47	2143	22145 SE 40th Lane	1.66739	0.11663
Meadow	47	2144	22143 SE 40th Lane	1.48569	0.10392

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Meadow	48	1125	22040 SE 40th Court	1.25054	0.08747
Meadow	48	1126	22042 SE 40th Court	1.14366	0.08000
Meadow	48	1127	22117 SE 40th Lane	1.66739	0.11663
Meadow	48	2145	22125 SE 40th Lane	1.25054	0.08747
Meadow	48	2146	22123 SE 40th Lane	1.14366	0.08000
Meadow	48	2147	22121 SE 40th Lane	1.66739	0.11663
Meadow	49	1128	22047 SE 40th Court	1.66739	0.11663
Meadow	49	1129	22045 SE 40th Court	1.48569	0.10392
Meadow	49	2148	22133 SE 40th Lane	1.66739	0.11663
Meadow	49	2149	22131 SE 40th Lane	1.48569	0.10392
Meadow	50	1130	22019 SE 40th Court	1.66739	0.11663
Meadow	50	1131	22017 SE 40th Court	1.25054	0.08747
Meadow	50	2150	22037 SE 40th Court	1.66739	0.11663
Meadow	50	2151	22035 SE 40th Court	1.25054	0.08747
Meadow	51	1132	4046 - 220th Place SE	1.48569	0.10392
Meadow	51	1133	4048 - 220th Place SE	1.66739	0.11663
Meadow	51	2152	22013 SE 40th Court	1.48569	0.10392
Meadow	51	2153	22011 SE 40th Court	1.66739	0.11663
Meadow	52	1134	22020 SE 40th Court	1.96649	0.13755
Meadow	52	1135	4020 - 220th Place SE	1.66739	0.11663
Meadow	52	2154	22022 SE 40th Court	1.96649	0.13755
Meadow	52	2155	22024 SE 40th Court	1.66739	0.11663
Meadow	53	1136	4014 - 220th Place SE	1.66739	0.11663
Meadow	53	1137	4016 - 220th Place SE	1.48569	0.10392
Meadow	53	2156	22030 SE 40th Court	1.66739	0.11663
Meadow	53	2157	22032 SE 40th Court	1.48569	0.10392
Meadow Total				100.00000	6.99475

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Washington	54	101	3941 - 226th Place SE #101	0.32839	0.04867
Washington	54	102	3941 - 226th Place SE #102	0.32839	0.04867
Washington	54	103	3941 - 226th Place SE #103	0.41264	0.06116
Washington	54	104	3941 - 226th Place SE #104	0.41264	0.06116
Washington	54	105	3941 - 226th Place SE #105	0.41264	0.06116
Washington	54	106	3941 - 226th Place SE #106	0.58768	0.08710
Washington	54	107	3941 - 226th Place SE #107	0.59676	0.08844
Washington	54	108	3941 - 226th Place SE #108	0.61845	0.09166
Washington	54	110	3941 - 226th Place SE #110	0.41264	0.06116
Washington	54	111	3941 - 226th Place SE #111	0.41264	0.06116
Washington	54	112	3941 - 226th Place SE #112	0.58768	0.08710
Washington	54	113	3941 - 226th Place SE #113	0.59676	0.08844
Washington	54	114	3941 - 226th Place SE #114	0.64014	0.09487
Washington	54	201	3941 - 226th Place SE #201	0.32839	0.04867
Washington	54	202	3941 - 226th Place SE #202	0.32839	0.04867
Washington	54	203	3941 - 226th Place SE #203	0.41264	0.06116
Washington	54	204	3941 - 226th Place SE #204	0.41264	0.06116
Washington	54	205	3941 - 226th Place SE #205	0.41264	0.06116
Washington	54	206	3941 - 226th Place SE #206	0.58768	0.08710
Washington	54	207	3941 - 226th Place SE #207	0.59676	0.08844
Washington	54	208	3941 - 226th Place SE #208	0.61845	0.09166
Washington	54	209	3941 - 226th Place SE #209	0.32839	0.04867
Washington	54	210	3941 - 226th Place SE #210	0.41264	0.06116
Washington	54	211	3941 - 226th Place SE #211	0.41264	0.06116
Washington	54	212	3941 - 226th Place SE #212	0.58768	0.08710
Washington	54	213	3941 - 226th Place SE #213	0.59676	0.08844
Washington	54	214	3941 - 226th Place SE #214	0.64014	0.09487
Washington	54	301	3941 - 226th Place SE #301	0.32839	0.04867
Washington	54	302	3941 - 226th Place SE #302	0.32839	0.04867
Washington	54	303	3941 - 226th Place SE #303	0.41264	0.06116
Washington	54	304	3941 - 226th Place SE #304	0.41264	0.06116
Washington	54	305	3941 - 226th Place SE #305	0.41264	0.06116
Washington	54	306	3941 - 226th Place SE #306	0.58768	0.08710
Washington	54	307	3941 - 226th Place SE #307	0.59676	0.08844
Washington	54	308	3941 - 226th Place SE #308	0.61845	0.09166
Washington	54	309	3941 - 226th Place SE #309	0.32839	0.04867
Washington	54	310	3941 - 226th Place SE #310	0.41264	0.06116
Washington	54	311	3941 - 226th Place SE #311	0.41264	0.06116
Washington	54	312	3941 - 226th Place SE #312	0.58768	0.08710
Washington	54	313	3941 - 226th Place SE #313	0.59676	0.08844
Washington	54	314	3941 - 226th Place SE #314	0.64014	0.09487
Washington	108	101	3935 - 226th Place SE #101	0.75869	0.11244
Washington	108	102	3935 - 226th Place SE #102	0.51000	0.07559
Washington	108	103	3935 - 226th Place SE #103	0.66587	0.09869

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Washington	108	106	3935 - 226th Place SE #106	0.58768	0.08710
Washington	108	107	3935 - 226th Place SE #107	0.59676	0.08844
Washington	108	108	3935 - 226th Place SE #108	0.61845	0.09166
Washington	108	110	3935 - 226th Place SE #110	0.41264	0.06116
Washington	108	111	3935 - 226th Place SE #111	0.41264	0.06116
Washington	108	112	3935 - 226th Place SE #112	0.58768	0.08710
Washington	108	113	3935 - 226th Place SE #113	0.59676	0.08844
Washington	108	114	3935 - 226th Place SE #114	0.64014	0.09487
Washington	108	201	3935 - 226th Place SE #201	0.75869	0.11244
Washington	108	202	3935 - 226th Place SE #202	0.51000	0.07559
Washington	108	203	3935 - 226th Place SE #203	0.66587	0.09869
Washington	108	206	3935 - 226th Place SE #206	0.58768	0.08710
Washington	108	207	3935 - 226th Place SE #207	0.59676	0.08844
Washington	108	208	3935 - 226th Place SE #208	0.61845	0.09166
Washington	108	209	3935 - 226th Place SE #209	0.32839	0.04867
Washington	108	210	3935 - 226th Place SE #210	0.41264	0.06116
Washington	108	211	3935 - 226th Place SE #211	0.41264	0.06116
Washington	108	212	3935 - 226th Place SE #212	0.58768	0.08710
Washington	108	213	3935 - 226th Place SE #213	0.59676	0.08844
Washington	108	214	3935 - 226th Place SE #214	0.64014	0.09487
Washington	108	301	3935 - 226th Place SE #301	0.75869	0.11244
Washington	108	302	3935 - 226th Place SE #302	0.51000	0.07559
Washington	108	303	3935 - 226th Place SE #303	0.66587	0.09869
Washington	108	306	3935 - 226th Place SE #306	0.58768	0.08710
Washington	108	307	3935 - 226th Place SE #307	0.59676	0.08844
Washington	108	308	3935 - 226th Place SE #308	0.61845	0.09166
Washington	108	309	3935 - 226th Place SE #309	0.32839	0.04867
Washington	108	310	3935 - 226th Place SE #310	0.41264	0.06116
Washington	108	311	3935 - 226th Place SE #311	0.41264	0.06116
Washington	108	312	3935 - 226th Place SE #312	0.58768	0.08710
Washington	108	313	3935 - 226th Place SE #313	0.59676	0.08844
Washington	108	314	3935 - 226th Place SE #314	0.64014	0.09487
Washington	110	101	4081 - 224th Lane SE #101	0.75869	0.11244
Washington	110	102	4081 - 224th Lane SE #102	0.51000	0.07559
Washington	110	103	4081 - 224th Lane SE #103	0.66587	0.09869
Washington	110	106	4081 - 224th Lane SE #106	0.58768	0.08710
Washington	110	107	4081 - 224th Lane SE #107	0.59676	0.08844
Washington	110	108	4081 - 224th Lane SE #108	0.61845	0.09166
Washington	110	110	4081 - 224th Lane SE #110	0.41264	0.06116
Washington	110	111	4081 - 224th Lane SE #111	0.41264	0.06116
Washington	110	112	4081 - 224th Lane SE #112	0.58768	0.08710
Washington	110	113	4081 - 224th Lane SE #113	0.59676	0.08844
Washington	110	114	4081 - 224th Lane SE #114	0.64014	0.09487
Washington	110	201	4081 - 224th Lane SE #201	0.75869	0.11244
Washington	110	202	4081 - 224th Lane SE #202	0.51000	0.07559

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Washington	110	203	4081 - 224th Lane SE #203	0.66587	0.09869
Washington	110	206	4081 - 224th Lane SE #206	0.58768	0.08710
Washington	110	207	4081 - 224th Lane SE #207	0.59676	0.08844
Washington	110	208	4081 - 224th Lane SE #208	0.61845	0.09166
Washington	110	209	4081 - 224th Lane SE #209	0.32839	0.04867
Washington	110	210	4081 - 224th Lane SE #210	0.41264	0.06116
Washington	110	211	4081 - 224th Lane SE #211	0.41264	0.06116
Washington	110	212	4081 - 224th Lane SE #212	0.58768	0.08710
Washington	110	213	4081 - 224th Lane SE #213	0.59676	0.08844
Washington	110	214	4081 - 224th Lane SE #214	0.64014	0.09487
Washington	110	301	4081 - 224th Lane SE #301	0.75869	0.11244
Washington	110	302	4081 - 224th Lane SE #302	0.51000	0.07559
Washington	110	303	4081 - 224th Lane SE #303	0.66587	0.09869
Washington	110	306	4081 - 224th Lane SE #306	0.58768	0.08710
Washington	110	307	4081 - 224th Lane SE #307	0.59676	0.08844
Washington	110	308	4081 - 224th Lane SE #308	0.61845	0.09166
Washington	110	309	4081 - 224th Lane SE #309	0.32839	0.04867
Washington	110	310	4081 - 224th Lane SE #310	0.41264	0.06116
Washington	110	311	4081 - 224th Lane SE #311	0.41264	0.06116
Washington	110	312	4081 - 224th Lane SE #312	0.58768	0.08710
Washington	110	313	4081 - 224th Lane SE #313	0.59676	0.08844
Washington	110	314	4081 - 224th Lane SE #314	0.64014	0.09487
Washington	111	101	4109 - 224th Lane SE #101	0.77735	0.11521
Washington	111	102	4109 - 224th Lane SE #102	0.51000	0.07559
Washington	111	103	4109 - 224th Lane SE #103	0.67999	0.10078
Washington	111	106	4109 - 224th Lane SE #106	0.58768	0.08710
Washington	111	107	4109 - 224th Lane SE #107	0.59676	0.08844
Washington	111	108	4109 - 224th Lane SE #108	0.61845	0.09166
Washington	111	110	4109 - 224th Lane SE #110	0.41970	0.06220
Washington	111	111	4109 - 224th Lane SE #111	0.41970	0.06220
Washington	111	112	4109 - 224th Lane SE #112	0.58768	0.08710
Washington	111	113	4109 - 224th Lane SE #113	0.59676	0.08844
Washington	111	114	4109 - 224th Lane SE #114	0.64014	0.09487
Washington	111	201	4109 - 224th Lane SE #201	0.77735	0.11521
Washington	111	202	4109 - 224th Lane SE #202	0.51000	0.07559
Washington	111	203	4109 - 224th Lane SE #203	0.67999	0.10078
Washington	111	206	4109 - 224th Lane SE #206	0.58768	0.08710
Washington	111	207	4109 - 224th Lane SE #207	0.59676	0.08844
Washington	111	208	4109 - 224th Lane SE #208	0.61845	0.09166
Washington	111	209	4109 - 224th Lane SE #209	0.34454	0.05106
Washington	111	210	4109 - 224th Lane SE #210	0.41970	0.06220
Washington	111	211	4109 - 224th Lane SE #211	0.41970	0.06220
Washington	111	212	4109 - 224th Lane SE #212	0.58768	0.08710
Washington	111	213	4109 - 224th Lane SE #213	0.59676	0.08844
Washington	111	214	4109 - 224th Lane SE #214	0.64014	0.09487

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Washington	111	301	4109 - 224th Lane SE #301	0.77735	0.11521
Washington	111	302	4109 - 224th Lane SE #302	0.51000	0.07559
Washington	111	303	4109 - 224th Lane SE #303	0.67999	0.10078
Washington	111	306	4109 - 224th Lane SE #306	0.58768	0.08710
Washington	111	307	4109 - 224th Lane SE #307	0.59676	0.08844
Washington	111	308	4109 - 224th Lane SE #308	0.61845	0.09166
Washington	111	309	4109 - 224th Lane SE #309	0.60029	0.08897
Washington	111	310	4109 - 224th Lane SE #310	0.41970	0.06220
Washington	111	311	4109 - 224th Lane SE #311	0.41970	0.06220
Washington	111	312	4109 - 224th Lane SE #312	0.58768	0.08710
Washington	111	313	4109 - 224th Lane SE #313	0.59676	0.08844
Washington	111	314	4109 - 224th Lane SE #314	0.64014	0.09487
Washington	112	101	4133 - 224th Lane SE #101	0.77735	0.11521
Washington	112	102	4133 - 224th Lane SE #102	0.51000	0.07559
Washington	112	103	4133 - 224th Lane SE #103	0.67999	0.10078
Washington	112	106	4133 - 224th Lane SE #106	0.58768	0.08710
Washington	112	107	4133 - 224th Lane SE #107	0.59676	0.08844
Washington	112	108	4133 - 224th Lane SE #108	0.61845	0.09166
Washington	112	110	4133 - 224th Lane SE #110	0.41264	0.06116
Washington	112	111	4133 - 224th Lane SE #111	0.41970	0.06220
Washington	112	112	4133 - 224th Lane SE #112	0.58768	0.08710
Washington	112	113	4133 - 224th Lane SE #113	0.59676	0.08844
Washington	112	114	4133 - 224th Lane SE #114	0.69866	0.10355
Washington	112	201	4133 - 224th Lane SE #201	0.77735	0.11521
Washington	112	202	4133 - 224th Lane SE #202	0.51000	0.07559
Washington	112	203	4133 - 224th Lane SE #203	0.67999	0.10078
Washington	112	206	4133 - 224th Lane SE #206	0.58768	0.08710
Washington	112	207	4133 - 224th Lane SE #207	0.59676	0.08844
Washington	112	208	4133 - 224th Lane SE #208	0.61845	0.09166
Washington	112	209	4133 - 224th Lane SE #209	0.34454	0.05106
Washington	112	210	4133 - 224th Lane SE #210	0.41970	0.06220
Washington	112	211	4133 - 224th Lane SE #211	0.41970	0.06220
Washington	112	212	4133 - 224th Lane SE #212	0.58768	0.08710
Washington	112	213	4133 - 224th Lane SE #213	0.59676	0.08844
Washington	112	214	4133 - 224th Lane SE #214	0.69866	0.10355
Washington	112	301	4133 - 224th Lane SE #301	0.77735	0.11521
Washington	112	302	4133 - 224th Lane SE #302	0.51000	0.07559
Washington	112	303	4133 - 224th Lane SE #303	0.67999	0.10078
Washington	112	306	4133 - 224th Lane SE #306	0.58768	0.08710
Washington	112	307	4133 - 224th Lane SE #307	0.59676	0.08844
Washington	112	308	4133 - 224th Lane SE #308	0.61845	0.09166
Washington	112	309	4133 - 224th Lane SE #309	0.60029	0.08897
Washington	112	310	4133 - 224th Lane SE #310	0.41970	0.06220
Washington	112	311	4133 - 224th Lane SE #311	0.41970	0.06220
Washington	112	312	4133 - 224th Lane SE #312	0.58768	0.08710

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Washington	112	313	4133 - 224th Lane SE #313	0.59676	0.08844
Washington	112	314	4133 - 224th Lane SE #314	0.69866	0.10355
Washington Total				99.99997	14.82077

Village	Bldg #	Unit #	Address	Percentage Village	Percentage Umbrella
Center Total				99.99971	20.40101
Forest Total				100.00010	23.77940
Garden Total				100.00000	12.17913
Highland Total				100.00018	14.30019
Hilltop Total				100.00000	7.52487
Meadow Total				100.00000	6.99475
Washington Total				99.99997	14.82077
Grand Total					100.00000

When recorded, return to:

Condominium Law Group, PLLC
10310 Aurora Avenue North
Seattle, Washington 98133
(206) 633-1520

CONFORMED COPY

20151222001192

CONDO LAW GROU AMDCN 75.00
PAGE-001 OF 003
12/22/2015 13:11

**FIRST AMENDMENT
TO THE SECOND AMENDED AND RESTATED UMBRELLA DECLARATION
AND COVENANTS, CONDITIONS, EASEMENTS AND RESERVATIONS
FOR PROVIDENCE POINT**

GRANTOR: PROVIDENCE POINT UMBRELLA ASSOCIATION

GRANTEE: PROVIDENCE POINT, A CONDOMINIUM

LEGAL DESCRIPTION: PROVIDENCE POINT, A CONDOMINIUM, ACCORDING TO THE
DECLARATION THEREOF RECORDED UNDER KING COUNTY
RECORDING NO. 20151106000339, AND ACCORDING TO THE
SURVEY MAPS AND PLANS RECORDED UNDER KING
COUNTY RECORDING NO. 8406270801 IN VOLUME 70 OF
CONDOMINIUMS, PAGES 82 THROUGH 85, INCLUSIVE

ASSESSOR'S TAX PARCEL ID#: 1624069094; 1624069033; 1473500000;
1473510000; 1473520000; 1473530000;
2599600000; 2698400000; 2698410000;
3300810000; 3379300000; 5415400000;
9188600000; 9188610000; 9188620000;
9188630000; and 9188640000.

REFERENCE # (If applicable): 20151106000339

DEPARTMENT OF ASSESSMENTS
Examined and approved this 18th day of

December, 2015

Lloyd Hava

Assessor

Allen C. Wolfson
Deputy Assessor

THIS FIRST AMENDMENT to the Second Amended and Restated Declaration and Covenants, Conditions, Restrictions, Easements, and Reservations for Providence Point, recorded September 9, 2011, King County Recording Number 20110915001928, is made as of this 7th day of July, 2015.

The Providence Point Umbrella Association does hereby declare and adopt the following Amendment:

FIRST AMENDMENT

- A. Subsection 5.2.1, Number of Umbrella Directors, is amended to read as:

The Umbrella Board shall have no less than seven (7) or more than fifteen (15) Directors as prescribed in the Umbrella Board Bylaws, with at least one Director ~~appointed~~ elected from each Village.

- B. Subsection 5.2.2, When Elections are Held, is amended to read as:

Each Village ~~Board~~ shall, prior to the Annual Meeting of the Umbrella Association, elect the number of Umbrella Directors to which the Village Association is entitled, as established in the Umbrella Association Bylaws. In the event any Umbrella Director dies, becomes incapacitated, resigns, or is no longer qualified to serve as an Umbrella Director under Section 5.2.4, the Village Board ~~which elected such Umbrella Director~~ shall promptly, after such event, appoint a successor who shall serve ~~the balance of his or her predecessor's term~~ until the next election.

- C. Subsection 5.2.3, How Elections are Conducted, is amended to read as:

At any election required by Section 5.2.2, all ~~Village Directors present~~ owners or designees shall vote for one candidate for each of the Umbrella Director positions to be filled by that Village. The individual(s) receiving the greatest number of votes shall become the Umbrella Director(s), with any tie votes broken by drawing of lots.

- D. Subsection 5.2.9, Alternate or Substitute Umbrella Directors, is amended to read as:

In the event an Umbrella Director elected by a Village ~~Board~~ is absent from a meeting of the Umbrella Board, the elected alternate Umbrella Director of that Village Association may serve as the Umbrella Director for the Village Association during the other Umbrella Director's absence. The alternate Umbrella Director shall be elected in the same manner as other Umbrella Directors and in accordance with Section 5.2.2. The alternate Umbrella Director shall have all rights and privileges of the absent Umbrella Director, including the right to vote as provided in Section 5.2.7.

EXCEPT AS MODIFIED AND AMENDED HEREBY, the Second Amended and Restated Umbrella Declaration shall remain in full force and effect. This Amendment shall take effect upon recording. The terms of this Amendment shall control over and implicitly amend any inconsistent provision of Declaration or Bylaws of the Association.

CERTIFICATE

I certify that I am the President of the Providence Point Umbrella Association, that 67% or more of the unit owners in Providence Point have approved the herein described amendment and that all conditions set forth in the Declaration pertaining to its amendment have been met.

DATED and ATTESTED this 7th day of July, 2015.

PROVIDENCE POINT UMBRELLA ASSOCIATION

By: Glenn Buckholt

GLENN BUCKHOLT President

STATE OF WASHINGTON)
) ss.:
COUNTY OF KING)

On this 7th day of July, 2015, the said Glenn Buckholt known to me to be the person who executed the above certificate, personally appeared before me, a Notary Public, within and for the State and County aforesaid, and acknowledged that he freely and voluntarily executed the same.

WITNESS my hand and seal hereto affixed the day and year in this certificate above written.

Cynthia C. Wirtz
Cynthia C. Wirtz (Print name)
Notary Public in and for the State of
Washington, residing at North Bend
My commission expires: Jan 23, 2016





EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY)

9/16/2024

THIS EVIDENCE OF COMMERCIAL PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE OF COMMERCIAL PROPERTY INSURANCE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

PRODUCER NAME, CONTACT PERSON AND ADDRESS The Partners Group LLC 1111 Lake Washington Blvd N Suite 400 Renton, WA 98056		PHONE (A/C, No, Ext): 425-691-2650	COMPANY NAME AND ADDRESS Philadelphia Ins Co #PHPK2605801003 (Property) Palomar Specialty Ins #CPDCP24117818201 (EQ)	NAIC NO: 23850
FAX (A/C, No): 425-691-5208	E-MAIL ADDRESS: condos@tpgrp.com		IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH	
CODE: AGENCY CUSTOMER ID #:	SUB CODE:	POLICY TYPE Property, Earthquake		
NAMED INSURED AND ADDRESS The Providence Point Umbrella Association c/o HOAMCO 4135-A Providence Point Drive SE Issaquah AZ 98029		LOAN NUMBER	POLICY NUMBER See above	
ADDITIONAL NAMED INSURED(S)		EFFECTIVE DATE 10/01/2024	EXPIRATION DATE 10/01/2025	<input type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED
		THIS REPLACES PRIOR EVIDENCE DATED:		

PROPERTY INFORMATION (Use REMARKS on page 2, if more space is required) BUILDING OR BUSINESS PERSONAL PROPERTY

LOCATION/DESCRIPTION
See Additional Remarks Section

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 EVIDENCE OF PROPERTY INSURANCE 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.

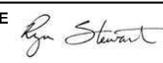
COVERAGE INFORMATION PERILS INSURED BASIC BROAD SPECIAL

COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE: \$ 8,052,838		DED: 100,000	
<input checked="" type="checkbox"/> BUSINESS INCOME <input type="checkbox"/> RENTAL VALUE	YES NO N/A	X	If YES, LIMIT: <input checked="" type="checkbox"/> Actual Loss Sustained; # of months: 18
BLANKET COVERAGE	X		If YES, indicate value(s) reported on property identified above: \$
TERRORISM COVERAGE		X	Attach Disclosure Notice / DEC
IS THERE A TERRORISM-SPECIFIC EXCLUSION?		X	
IS DOMESTIC TERRORISM EXCLUDED?		X	
LIMITED FUNGUS COVERAGE	X		If YES, LIMIT: DED:
FUNGUS EXCLUSION (If "YES", specify organization's form used)		X	
REPLACEMENT COST	X		Guaranteed Replacement
AGREED VALUE		X	
COINSURANCE		X	If YES, %
EQUIPMENT BREAKDOWN (If Applicable)	X		If YES, LIMIT: 8,052,838 DED: 100,000
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg	X		If YES, LIMIT: 8,052,838 DED: 100,000
- Demolition Costs	X		If YES, LIMIT: 2,750,000 DED: 100,000
- Incr. Cost of Construction	X		If YES, LIMIT: 2,750,000 DED: 100,000
EARTH MOVEMENT (If Applicable)	X		If YES, LIMIT: 7,711,322 DED: 10%
FLOOD (If Applicable)		X	If YES, LIMIT: DED:
WIND / HAIL (If Subject to Different Provisions)	X		If YES, LIMIT: 8,052,838 DED: 100,000
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS	X		

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE ADDITIONAL INTEREST NAMED BELOW, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

ADDITIONAL INTEREST

MORTGAGEE LENDERS LOSS PAYABLE	CONTRACT OF SALE	LENDER SERVICING AGENT NAME AND ADDRESS
NAME AND ADDRESS HOAMCO 4135-A Providence Point Drive SE Issaquah, WA 98029 United States		AUTHORIZED REPRESENTATIVE 

EVIDENCE OF COMMERCIAL PROPERTY INSURANCE REMARKS - Including Special Conditions (Use only if more space is required)

Certificate Holder is named as Mortgagee/Loss Payee. Guaranteed Replacement Cost on Property Coverage. Coverage is "All In" including Tenants Improvements and Betterments (TIB), walls-in and interior build-out. Wind/Hail coverage is included and is subject to the property deductible. **\$100,000 PER UNIT WATER DAMAGE DEDUCTIBLE, NOT TO EXCEED 5% OF BUILDING VALUE PER ENDORSEMENT PI-MANU-1 (01/00)** Earthquake coverage applies to Common Area Buildings only.
(157 buildings/1,008 units)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/16/2024

PRODUCER Phone: 425-691-2650
 The Partners Group LLC
 1111 Lake Washington Blvd N
 Suite 400
 Renton WA 98056

Fax: 425-691-5208

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE**NAIC #**

INSURED
 The Providence Point Umbrella Association
 c/o HOAMCO
 4135-A Providence Point Drive SE
 Issaquah AZ 98029

INSURER A: The Hanover Insurance Company	22292
INSURER B: Philadelphia Indemnity Insurance Company	18058
INSURER C: Greenwich Insurance Company	
INSURER D: Philadelphia Indemnity Ins Co	18058
INSURER E:	

COVERAGES

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	ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
D			GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC	PHPK2590897003	10/1/2024	10/1/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
D			AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	PHPK2590897008	10/1/2024	10/1/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
			GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
							OTHER THAN EA ACC	\$
							AUTO ONLY: AGG	\$
C			EXCESS / UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	PPP7475763L23A04	10/1/2024	10/1/2025	EACH OCCURRENCE	\$ 25,000,000
							AGGREGATE	\$ 25,000,000
								\$
								\$
								\$
			WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS	OTHER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A			OTHER Crime	LH2D05521809	10/1/2024	10/1/2025	Crime Limit	\$2,000,000
B			Directors & Officers	PCAP0130530718	10/1/2024	10/1/2025	Crime Deductible	\$10,000
							D&O Limit	\$1,000,000
							D&O Retention	\$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Certificate Holder is named as Additional Insured as respects the Named Insured. Guaranteed Replacement Cost on Property Coverage. Severability of Interests/Separation of Insureds applies. Property Manager is included as an Insured on the Fidelity/Crime policy. (157 buildings/1,008 units)

CERTIFICATE HOLDER

HOAMCO
 4135-A Providence Point Drive SE
 Issaquah WA 98029
 United States

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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).

DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
January 13, 2023 @ 11:00am via Zoom

11:00 – Call to Order & confirm quorum.

Board and Officer attendees: Nick Wells, Sharon Bernhardt, David Miller, Dan Blickenstaff, Russ Miller, Bill Eades, Paul Koch, Roger Anderson & Betty Williams.

Guest: Michelle Morgan, general manager

MOTION: To approve a \$300,000 transfer from reserves to operating as a loan, to cover unexpected expenses.

Umbrella is having cash flow problems and is unable to pay for last month's expenses until current month ACH payments hit our bank. The biggest problem is Umbrella currently has ~150k in insurance receivables, with 5 water loss projects waiting for estimates, two will be large. The remaining ~150k is needed to catch up on payables and help defer costs for the pending 5 water loss claims. In the past, Umbrella would float funds for owners and villages to expedite insurance repairs. Collecting these balances isn't usually a problem but it can take up to 9 months. Other contributors to negative cash flow are higher than normal expenses in 2022, including insurance premiums, that depleted any EOY rollover for AP. The 2023 Umbrella budget is very lean without any margin to float funds or experience other unbudgeted expenses. The reserve loan is a short-term solution for cash flow, the long-term solution may be new procedures to collect deductibles and uninsured costs up front.

N. Wells moves, D. Miller seconds. Motion passed unanimously.

MOTION: To adopt the proposed reserve fund repayment plan to be paid in full by 12.31.2024. (attached)

The Treasurer will report the operating balance each month for the Board to consider a motion to transfer 2023 insurance receivables towards prepaying the reserve loan.

D. Miller moves, B. Williams seconds. Motion passed unanimously.

11:34 – Adjourned.

**PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD OF DIRECTORS MEETING AGENDA**

January 25, 2023

Pine Lake Covenant Church 1715 228th Ave SE Sammamish, WA 98075

11:48 - CALL TO ORDER

11:48 - CONFIRM QUORUM

S. Berhardt, R. Johnson, P. Koch, D. Miller, N. Wells, M. Williams, S. Matt, T. Brown & P. Martin in attendance.

11:49 - APPROVAL OF MINUTES

- **MOTION:** to approve minutes for meetings held November 22, 2022, and January 13, 2023. D. Miller moves, N. Wells seconds. Motion passes 5/6 w/ 1 abstention.

11:51 - UNFINISHED BUSINESS

11:51 - NEW BUSINESS

11:51 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

Note: Board meetings are open for observation by all owners. Comments are allowed if recognized by the Chair, related to agenda topics, and limited to two minutes each. Residents should use the Zoom chat feature to raise their hands, wait to be called upon, identify themselves by stating their name and village of residence.

11:52 - ADJOURN – N. Wells moves, D. Miller seconds, passes unanimously.

Next meeting February 28, 2023 at 1:30pm via Zoom

**PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
March 14th, 2023 @ 9:00am
South Community Bldg.**

9:00 – Call to Order & confirm quorum.

Board and Officer attendees: S. Bernhardt, R. Johnson, P. Koch, P. Martin, T. Brown, N. Wells, B. Eades, D. Miller, B. Zimmerman, R. Anderson, M. Williams, K. Dupuy.

Guest: Michelle Morgan, general manager

MOTION: to enter executive session to discuss legal matters. T. Brown moves, K. Dupuy seconds, motion passes 9/9.

MOTION: to exit executive session and return to open session. T. Brown moves, N. Wells seconds, motion passes 9/9.

MOTION: to split legal fees for arbitration case #220906001 50/50 between umbrella and village. T. Brown moves, P. Martin seconds, motion passes 8/1.

MOTION: to adjourn special meeting at 10:11am. K. Dupuy moves, R. Anderson seconds, motion passes 9/9.

**PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
March 28th, 2023 @ 1:30pm via Zoom**

1:30 - CALL TO ORDER

1:31 - CONFIRM QUORUM In attendance: S. Bernhardt, R. Johnson, P. Koch, D. Blickenstaff, K. Dupuy, N. Wells, F. Pineau, R. Anderson, D. Miller, B. Eades & P. Martin. T. Brown joined at 1:44pm. Guest: M.Morgan

1:35 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

1:50 - APPROVAL OF MINUTES

- **Motion:** to approve 02.28.2023 Regular Meeting Minutes. K. Dupuy moves, T. Brown seconds, passes 9/9
- **Motion:** to approve 03.14.2023 Special Meeting Minutes. P. Martin moves, N. Wells seconds, passes 9/9

1:53 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

- **Motion:** to approve 2023 standing committee members as revised (attached). T. Brown moves, K. Dupuy seconds, passes 9/9

2:02 - TREASURER REPORT

Paul Koch

- **Motion:** to approve reserve expenses: 15,422.82 for server replacement, 24,373.97 for sewer repair and 3,988.22 for retaining wall repairs. N. Wells moves, K. Dupuy seconds, passes 9/9
- **Motion:** to close staff credit cards at TCM bank and reopen Alliance debit/credit cards with monthly limits for M.Morgan – \$1,500, T.Boone - \$6,000, & L. Palreiro - \$9,000. F. Pineau moves, P. Martin seconds, passes 9/9

2:14 – REPORTS:

- PMO
- Solution Partners
- **Motion:** PPUA received the ad-hoc directory committee proposal and decline to take any action towards a printed directory. R. Anderson moves, F. Pineau seconds, motion passes 5/4. P. Martin requests Nay vote recorded.
- **Motion:** to sunset and discontinue the ad-hoc directory committee. R. Anderson moves, B. Eades seconds, motion passes 6/8
- **Motion:** PPUA received the safety committee fencing proposal and will consider repairs through operating and reserve maintenance budget procedures. D. Miller moves, F. Pineau seconds, motion passes 9/9

- Review new work order process

Tim Boone

3:15 – **MOTION:** to adjourn meeting. R. Anderson moves, B. Eades seconds, motion passes 9/9

Next meeting April 25th, 2023 @ 1:30

**Providence Point Umbrella Association
February 2023 - Profit and Loss Statement**

	February			Year to Date			Comment (Year to Date)
	Budget	Actual	Variance	Budget	Actual	Variance	
Operating Revenue	509,784	511,592	1,808	1,019,348	1,021,048	1,700	[fav]
Operating Expenses							
Activities/Trans	8,275	7,857	(418)	16,550	8,727	(7,823)	[fav] Events (-\$6.6K)
Administration	90,209	107,408	17,200	184,743	199,187	14,444	[unfav] Legal (-\$22.7K), insurance (+\$10.4K)
Flat Fees	121,321	121,270	(51)	213,132	213,762	630	[unfav]
Grounds	90,704	93,671	2,967	187,108	170,558	(16,550)	[fav] snow removal (+\$14.7K)
Maintenance	3,917	11,268	7,351	7,633	17,801	10,168	[unfav] supplies
Operations	7,840	6,686	(1,154)	15,941	12,708	(3,232)	[fav]
Payroll	107,807	108,334	526	215,614	209,352	(6,262)	[fav]
Safety Services	29,167	33,567	4,400	58,333	65,700	7,366	[unfav] Safety Services (-\$3.3K), Gate repair (-\$3.4K)
Umbrella Bldgs	5,790	7,265	1,475	14,094	22,857	8,763	[unfav] General Maintenance (-\$5.8K), Pool (-\$3.5K)
Utilities	17,906	34,131	16,224	35,813	41,039	5,226	[unfav] probable billing discrepancies
Total Operating Exp	482,935	531,456	48,520	948,961	961,691	12,731	
Net Operating Gain (Loss)	26,849	(19,864)	(46,713)	70,387	59,356	(11,031)	
Reserve Revenue	42,090	42,044	(183)	84,180	84,153	(27)	[unfav]
Reserve Expenses	20,500	20,361	(54)	20,500	44,760	24,260	[unfav] Guardhouse plumbing (-\$25.4K)
Net Reserve Gain (Loss)	21,590	21,683	(129)	(37,686)	39,394	77,080	
Combined Net Gain (Loss)	48,439	1,819	40,326	(818)	98,750	99,568	

February 28, 2023

Operating Cash Balance **348,023**
Reserve Cash Balance **334,674**
Total Cash Balance **682,697**

	30 days	60 days	90+ days
Current	93,032	0	105,398

Insurance Acct Receivable

Financial Comments – Umbrella Board Meeting – March 28, 2023

Operating Revenue is 0.2% over budget.

- Village work order income continues to not match budget. Tim Boone is evaluating.
- Village phone reimbursement is below budget, but so is the billing. The phone bill split needs to be evaluated.
- Less than expected new owners caused income shortfalls in move-in fees.

Operating Expenses are 1.3% over budget.

- Legal expenses in February exceeded the year's budget.
- Low snow removal costs saved \$14.7K under budget
- Proper utility billing continues to be a problem.

Reserve Revenue is on budget.

Reserve Expenses are over budget.

- Unbudgeted expense for guardhouse plumbing issue.

Insurance expenses

- \$106.0K was collected in February
- \$ 81.7K was spent in February
- \$105.4K in payments is over 90 days overdue.

**PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
April 25, 2023 @ 1:30pm via Zoom**

1:30 - CALL TO ORDER

1:31 - CONFIRM QUORUM In attendance: S. Bernhardt, R. Johnson, P. Koch, M. Williams, R. Anderson, N. Wells, P. Martin, D. Miller, R. Miller, F. Pineau, K. Dupuy, B. Eades. Guest: M. Morgan

1:32 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

1:35 - APPROVAL OF MINUTES

- **Motion:** to approve 03.28.2023 Regular Meeting Minutes. P. Martin moves, M. Williams seconds, motion passes 9/9
- **Motion:** to approve 03.30.2023 Emergency Meeting Minutes. K. Dupuy moves, D. Miller seconds, motion passes 9/9

1:40 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

1:45 - TREASURER REPORT

Paul Koch

- **Motion:** to approve reserve expenses of \$5,997.09 for spa boiler replacement and \$191.28 for ERC supplies. D. Miller moves, F. Pineau seconds, motion passes 9/9

1:51 – REPORTS:

- PMO
- Ad-Hoc Revenue Generation Committee Report
- **Motion:** approve Susan Matt from GV as ERC member. M. Williams moves, R. Anderson seconds, motion passes 9/9
- **Motion:** approve Susan Matt from GV as ERC chair. K. Dupuy moves, D. Miller seconds, motion passes 9/9
- **Motion:** approve Bruce Zimmerman from CV as ERC member. R. Anderson moves, F. Pineau seconds, motion passes 9/9
- **Motion:** to approve the 11 paint palettes for FV as submitted. D. Miller moves, B. Eades seconds, motion passes 9/9
- **Motion:** to approve SW 6255 Morning Fog for Cascade Bldg: [Morning Fog SW 6255 | Neutral Paint Colors | Sherwin-Williams](#) P. Martin moves, D. Miller seconds, motion passes 9/9

Michelle Morgan

1:59 –**Motion:** to adjourn meeting. F. Pineau moves, D. Miller seconds, motion passes 9/9

Next meeting May 23rd at 1:30pm.

Providence Point Umbrella Association
March 2023 - Profit and Loss Statement

	March			Year to Date			Comment (Year to Date)
	Budget	Actual	Variance	Budget	Actual	Variance	
	Operating Revenue	509,664	506,808	(2,856)	1,529,012	1,527,856	
Operating Expenses							
Activities/Trans	8,275	8,167	(108)	24,825	16,894	(7,931)	[fav] Ticketed events (+\$6.2K)
Administration	91,342	84,244	(7,099)	280,252	283,430	3,178	[unfav] Legal (-21.0K), insurance (+\$15.5K)
Flat Fees	91,811	92,492	681	304,943	306,255	1,312	[unfav] Cable (-\$2.0K)
Grounds	215,754	183,957	(31,796)	402,862	354,515	(48,346)	[fav] Landscape (+\$22.8K), snow removal (+\$14.7K), Rich's (+\$9.0K)
Maintenance	4,117	2,398	(1,718)	11,750	20,200	8,450	[unfav] supplies
Operations	7,540	6,678	(862)	23,481	19,386	(4,094)	[fav]
Payroll	107,807	101,173	(6,634)	323,421	310,526	(12,896)	[fav]
Safety Services	29,167	30,567	1,400	87,500	96,266	8,766	[unfav] Safety Services (-\$5.7K), Bldg maint (-2.4K)
Umbrella Bldgs	10,790	9,071	(1,718)	24,884	31,928	7,045	[unfav] Pool (-\$4.3K), Gen Maintenance (-\$4.0K)
Utilities	17,906	8,844	(9,062)	53,719	49,883	(3,836)	[fav]
Total Operating Exp	584,509	527,592	(56,916)	1,537,636	1,489,284	(48,353)	
Net Operating Gain (Loss)	(74,845)	(20,784)	54,060	(8,624)	38,572	47,196	
Reserve Revenue	42,090	42,061	(29)	126,271	126,215	(56)	[unfav] not significant (interest income)
Reserve Expenses	112,000	6,238	(105,762)	132,500	50,998	(81,502)	[fav] Guardhouse (-\$24.4K), timing (projects not started)
Net Reserve Gain (Loss)	(69,910)	35,823	105,733	(6,229)	75,217	81,446	
Combined Net Gain (Loss)	(144,755)	15,038	159,793	(14,854)	113,789	128,642	

March 31, 2022

Operating Cash Balance	407,973
Reserve Cash Balance	306,133
Total Cash Balance	714,106

Current	30 days	60 days	90+ days
	90,079	89,560	85,232

Insurance Acct Receivable

Financial Comments – Umbrella Board Meeting – March 28, 2023

Operating Revenue is 0.1% under budget.

- Village phone reimbursement is below budget, but so is the billing. The phone bill split needs to be evaluated.
- Less than expected new owners caused income shortfalls in move-in fees.

Operating Expenses are 5.6% under budget.

- Legal expenses have exceeded the year's budget
- Bark / Mulch exceeded yearly budget by \$11.5K
- Maintenance supplies has expended 75% of yearly budget
- Landscape expenses are well under budget
- Low snow removal costs saved \$14.7K under budget
- Proper utility billing continues to be a problem.

Reserve Revenue is on budget.

Reserve Expenses are 61.5% under budget.

- Unbudgeted expense for guardhouse plumbing issue.
- Several budgeted expenses have not occurred yet.

Insurance expenses

- \$ 48.7K was collected in March
- \$ 65.1K was spent in March
- \$ 85.2K in payments is over 90 days overdue.
- Operating balance is insufficient to transfer any funds to reserves to repay loan.

PMO Report March 2023

General Manager – Michelle Morgan

Preventative Maintenance Program (as of 04.21)

- The 2023 goal is for 80% of inspections by June 30th. This will enable PP to positively influence the insurance premiums before the next renewal period.

Status	Center	Garden	Hilltop	Meadow	Washington	Forest	Highland	Total
Complete	184	106	35	62	170	146	133	836
% Complete	81%	92%	49%	87%	94%	73%	93%	83%
Incomplete	42	9	36	9	11	55	10	172
% Incomplete	19%	8%	51%	13%	6%	27%	7%	17%

Safety Services

- Supervisor Brian moving out of state. Please say thank you for his care and diligence – he will be missed.

Staff

- Accounting assistant hired! Sam Matthyse starts Monday, April 24th.

Financial

- Insurance receivable balance 265,929. Ongoing payment disputes.

Communications

- Violation letters sent for personal gardening and unauthorized parking.
- 41.25 hrs of meetings in February

Some ticketed bus trips with only 2-3 riders increasing operation costs. Looking at ways to implement minimum ridership and decrease expenses.

Facilities Manager – Tim Boone

- GL code project – Umbrella treasurer coordinating w/ PMO and village treasurers to streamline codes & adopt uniform use.
- Coordination and support for Winthrop carport collapse

Emergency repairs

- 15 current projects involving 2 homes
- 7 since beginning of 2023
- 5 new master policy claims since new policy started in October

Activities Manager – Lorri Palreiro

March was another busy month in Activities with 11 bus trips, and 4 special events that were well attended. Residents enjoyed an *Evening in Paris* and a *Pre-Funk St. Patty's Day Dinner* that were both sold out. Kiwanis/Solution Partners NW *Charity BINGO* and Communiversity *An Evening of Barbershop Quartet Music Artist Series* events also welcomed a full-house.

The providencepointliving.com website RSVP feature was used to make 84 trip and event reservations in March.

On May 13 we welcome back Wally and the Beaves! The dates have been set for our Summertime Block Party of Saturday, August 5 and the Women Who Wine event is set for Friday, June 23.

With much effort we were able to save 15 of our 24 seats for the 5th Avenue Theatre for next season. A BIG thank you to those residents that were willing to pay upfront to do so.

Activities have finalized the Pea Patch rentals for this season with just a handful of shady plots still available. This process is a big annual undertaking of renewals, reassignments, and new renters. We are so fortunate to have such a wonderful Pea Patch Committee headed by Sandra Griffith to assist in this endeavor. Those interested in one of these remaining plots must now contact their Village Pea Patch representative.

Stephanie has signed up 44 residents (may have increased by the deadline of April 21) for the annual shredding event taking place on Friday, April 28.

Our in-house Shuttle Bus continues to serve the community. We had an average of 11 riders per week with a total of 55 residents served. In March we welcomed 4 new riders

PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD OF DIRECTORS MEETING AGENDA
February 28th, 2023 @ 1:30pm via Zoom

1:30 - CALL TO ORDER

1:31 - CONFIRM QUORUM – S. Bernhardt, R. Johnson, P. Koch, K. Dupuy, N. Wells, F. Pineau, M. Williams, P. Martin, B. Eades, T. Brown, and D. Miller, R. Anderson in attendance.

1:35 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)
There were none.

1:35 - APPROVAL OF MINUTES

- **MOTION:** to approve 01.13.2023 Special Meeting Minutes. M. Williams moves, D. Miller seconds, motion passes.
- **MOTION:** to approve 01.24.2023 Regular Meeting Minutes. D. Miller moves with corrected date of 01.25.2023, R. Anderson seconds. Motion passes.

1:55 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

S. Bernhardt mentioned the villages & umbrella boards met with HOAMCO CEO & VP to discuss 2022 contract performance and 2023 goals. HOAMCO sponsored training for all board directors. Umbrella board and village presidents' orientation is scheduled 03.10 followed by umbrella strategy & goal session.

2:16 - **MOTION:** to approve Sherwin Williams Storm Cloud 6249 as an accepted exterior Umbrella color. P. Martin moves, F. Pineau seconds, motion passes.

1:40 - TREASURER REPORT

Paul Koch

Insurance receivables: In January 15.9k was collected, 140.3k was spent, and we have 133k in delinquent payments. There is concern that we'll have a serious cash flow issue if water leaks aren't reduced, and delinquent payments aren't received to offset the reserve fund loan.

1:45 - REPORTS: all reports attached

- PMO ERC Pea Patch Safety GAC DCC Insurance

2:20 - UNFINISHED BUSINESS

2:20 - NEW BUSINESS

2:20 - EXECUTIVE SESSION

- **MOTION:** to enter executive session to discuss delinquent accounts. F. Pineau moves, N. Wells seconds, motion passes.
- **MOTION:** to exit executive session and return to the open meeting. F. Pineau moves, K. Dupuy seconds, motion passes.
- **MOTION:** to approve decisions made in executive session: Case 1 request is declined, Case 2 request approved. K. Dupuy moves, M. Williams seconds, motion passes.

3:05 – ADJOURN – N. Wells motions, F. Pineau seconds. Motion passes. Next meeting March 28th, 2023 @ 1:30

**Providence Point Umbrella Association
January 2023 - Profit and Loss Statement**

	January			Year to Date			Comment (Year to Date)
	Budget	Actual	Variance	Budget	Actual	Variance	
	Operating Revenue	509,564	500,005	(9,559)	509,564	500,005	
Operating Expenses							
Activities/Trans Administration	8,275	259	(8,016)	8,275	259	(8,016)	[fav] No charges for events
Flat Fees	94,534	91,778	(2,756)	94,534	91,778	(2,756)	[fav] Smart card (-\$5.1K), legal (-2.9K), insurance (+\$6.1K), office equipment (+\$4.1K) [unfav]
Grounds	91,811	92,492	681	91,811	92,492	681	[fav] snow removal (+\$14.7K)
Maintenance	96,404	76,887	(19,517)	96,404	76,887	(19,517)	[unfav] supplies
Operations	3,717	6,533	2,817	3,717	6,533	2,817	[fav]
Payroll	8,100	6,022	(2,078)	8,100	6,022	(2,078)	[fav]
Safety Services	107,807	101,019	(6,788)	107,807	101,019	(6,788)	[unfav] Safety Services contract (-\$3.3K)
Umbrella Bldgs	29,167	32,133	2,966	29,167	32,133	2,966	[unfav] General Maintenance (-\$5.6K)
Utilities	8,305	15,592	7,287	8,305	15,592	7,287	[fav] probable billing discrepancies
	17,906	6,551	(11,355)	17,906	6,551	(11,355)	
Total Operating Exp	466,025	429,267	(36,759)	466,025	429,267	(50,875)	
Net Operating Gain (Loss)	43,539	70,739	40,456	43,539	70,739	40,456	
Reserve Revenue	42,090	42,109	(183)	41,314	42,109	(183)	[unfav] not significant (interest income)
Reserve Expenses	0	24,399	(54)	79,000	24,399	(54)	[fav] not significant
Net Reserve Gain (Loss)	42,090	17,710	(129)	(37,686)	17,710	(129)	
Combined Net Gain (Loss)	85,629	88,449	40,326	(818)	88,449	40,326	

January 31, 2022

Operating Cash Balance **205,678**

Reserve Cash Balance **267,630** 1

Total Cash Balance **473,308**

	30 days	60 days	90+ days
Current	615	0	132,954

Insurance Acct Receivable

**PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD MEETING MINUTES
May 23, 2023 @ 1:30pm via Zoom**

1:30 - CALL TO ORDER

1:31 - CONFIRM QUORUM: K. Dupuy, P. Koch, D. Miller, M. Williams, B. Eades, R. Johnson, S. Bernhardt, T. Brown, R. Anderson, P. Martin & D. Bero. M. Morgan attended as guest.

1:32 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

Note: Board meetings are open for observation by all owners. Comments are allowed if recognized by the Chair and limited to two minutes each. Residents should use the Zoom chat feature to raise their hands, wait to be called upon, identify themselves by stating their name and village of residence.

1:50 - APPROVAL OF MINUTES

- **Proposed Motion:** to approve 04.25.2023 Regular Meeting Minutes. Klina moves, Pat seconds, motion passes 7/8.

1:52 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

2:00 - TREASURER REPORT

Paul Koch

- April Treasurer Report Paul Koch
- **Proposed Motion:** to approve reserve expense \$1,926.75 for Fencing & Arbors. Dave moves, Roger seconds, motion passes 8/8
- **Proposed Motion:** to approve updated procedures for water loss claims. Pat moves, Klina seconds, motion passes 8/8.

2:09 – ADDITIONAL MOTIONS

- **Proposed Motion:** to approve revised version 7 of Committee Policy. Klina moves, Roger seconds, motion passes 8/8
- **Proposed Motion:** to retroactively sunset the Grounds Committee as of 2019. Klina moves, Dennis seconds, motion passes 7/8

3:03 – REPORTS:

- PMO & Preventative Maintenance Program Status Received
- Preventative Maintenance Program Status Received
- Safety Committee Advisory Report Received
- Ad-Hoc Revenue Committee April Report Received
- GAC Report Received
- DCC Memo Response Received
- Solution Partners Received

3:51 – **Proposed Motion:** to adjourn meeting. Next meeting June 27th at 1:30pm

**Providence Point Umbrella Association
April 2023 - Profit and Loss Statement**

	April			Year to Date			Comment (Year to Date)
	Budget	Actual	Variance	Budget	Actual	Variance	
	Operating Revenue	510,364	515,419	5,055	2,039,376	2,043,325	
Operating Expenses							
Activities/Trans Administration	8,275 91,097	10,530 79,819	2,255 (11,278)	33,100 371,349	27,424 363,250	(5,676) (8,100)	[fav] Ticketed events (+\$2.8K), Channel 8 (+\$1.5K) [fav] Legal (-19.6K), insurance (+\$19.1K), Consulting (+\$4.6K)
Flat Fees	121,321	93,553	(27,768)	426,264	399,808	(26,456)	[fav] Surface Water (+\$30.2K - timing)
Grounds	99,504	82,743	(16,761)	467,365	437,259	(30,107)	[fav] Bark (-12.1K), snow removal (+\$14.7K), Rich's (+\$12.0K), irrigation maintenance (+12.7K)
Maintenance	4,517	4,608	91	16,267	24,807	8,541	[unfav] supplies
Operations	7,740	6,806	(935)	31,221	26,192	(5,029)	[fav] Fleet Maintenance (+4.1K)
Payroll	107,807	102,002	(5,805)	431,228	412,528	(18,701)	[fav]
Safety Services	29,167	30,973	1,806	116,667	96,673	(19,994)	[fav] Safety Services (+\$22.2K - timing)
Umbrella Bldgs	9,825	7,467	(2,358)	34,708	39,395	4,687	[unfav] Pool (-\$4.2K), Gen Maintenance (-\$3.7K)
Utilities	17,906	19,124	1,218	71,626	69,007	(2,618)	[fav]
Total Operating Exp	497,159	437,625	(59,534)	1,999,795	1,896,342	(103,453)	
Net Operating Gain (Loss)	13,205	77,794	64,589	39,581	146,983	107,402	
Reserve Revenue	42,090	42,065	(26)	168,361	168,279	(82)	[unfav] not significant (interest income)
Reserve Expenses	60,000	1,927	(58,073)	192,500	52,925	(139,575)	[fav] Guardhouse (-\$24.4K), timing (projects not started)
Net Reserve Gain (Loss)	(17,910)	40,138	58,048	(24,139)	115,354	139,494	
Combined Net Gain (Loss)	(4,705)	117,932	122,636	15,442	262,337	246,895	

April 30, 2023

Operating Cash Balance **231,069**
Reserve Cash Balance **342,201**
Total Cash Balance **573,270**

Current	30 days	60 days	90+ days
133,763		90,080	167,051

Insurance Acct Receivable

Financial Comments – Umbrella Board Meeting – May 23, 2023

Operating Revenue is 0.2% over budget.

- Village work order income is \$4.8K under budget.
- Activities ticket sales are \$7.4K over budget.

Operating Expenses are 5.2% under budget.

- Legal expenses have exceeded the year's budget
- Bark / Mulch exceeded yearly budget by \$11.5K
- Maintenance supplies has expended 92% of yearly budget
- Insurance costs are \$19.1K under budget.
- Low snow removal costs saved \$14.7K under budget
- Proper utility billing continues to be a problem.

Reserve Revenue is on budget.

Reserve Expenses are 72.5% under budget.

- Unbudgeted expense for guardhouse plumbing issue.
- Several budgeted expenses have not occurred yet.

Insurance expenses

- \$ 198.2K was collected in April
- \$ 307.8K was spent in April
- \$ 167.0K in payments is over 90 days overdue.
- Operating balance is insufficient to transfer any funds to reserves to repay loan.

**PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD MEETING AGENDA
July 25, 2023 @ 1:30pm at Collin Hall and Zoom**

1:31 - CALL TO ORDER

1:32 - CONFIRM QUORUM In person: S. Bernhardt, R. Johnson, P. Koch, K. Dupuy, D. Miller, N. Wells, F. Pineau, T. Brown, M. Williams. Via Zoom: M. Duraitus & B. Eades.

1:35 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

1:50 - APPROVAL OF MINUTES

- **Motion:** to approve amended June 27, 2023 Regular Meeting Minutes. Nick moves, Dave seconds. Motion passes 7/8. Tim abstains.
- **Motion:** to approve amended July 6, 2023 Special Meeting Minutes. Frank moves, Dave seconds. 8/8

1:52 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

- Town Hall to be held Aug 28 – details to come. Residents will be asked to provide feedback and solutions towards building a better community.
- 2024 Budget

1:56 - TREASURER REPORT

Paul Koch

- June Financials (no reserve expenses)

2:04 – ADDITIONAL MOTIONS

- **Motion:** to ratify board vote on proposed cell phone tower comments to City of Issaquah on behalf of Providence Point. Michele moves, Klina seconds, motion passes 8/8
- **Motion:** to approve Alice Erskine as HV member for Emergency Readiness committee. Dave moves, Frank seconds, motion passes 8/8.
- **Motion:** to review proposal and appoint advisory committee to evaluate HOAMCO performance. Dave moves, Frank seconds, motion passes 8/8.
- **Motion:** to appoint Village Presidents as Umbrella Nomination Committee. Klina moves, Tim seconds, motion passes 8/8.

2:13 – REPORTS:

- GAC
- Revenue Committee

Received
Tabled until August

2:21 – **Motion:** to adjourn meeting.

Next meeting is hybrid at Collin Hall & Zoom August 22nd at 1:30pm

**PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD MEETING MINUTES
July 6, 2023 @ 1:30pm @ NCB**

1:30 - CALL TO ORDER

1:31 - CONFIRM QUORUM: S. Bernhardt, P. Koch, F. Pineau, M. Deraitus, D. Miller, M. Williams, T. Brown, B. Eades, D.Bero/N. Wells.

1:32 – A committee to evaluate 2023 HOAMCO contract performance was discussed. The contract and scope of services were considered, as well as the 2022 contract evaluations and pending board goals for 2023.

Tim Brown, Mary Deraitus, Frank Pineau, & Dennis Bero volunteered to meet with two village presidents to flush out ideas and logistics for future board consideration. Sharon Bernhardt agreed to contact village presidents for two more volunteers.

No motions made.

2:47 – **Motion:** to adjourn meeting. Tim moves, Bill seconds, motion passed.

PROVIDENCE POINT UMBRELLA ASSOCIATION
BOARD MEETING MINUTES
June 27, 2023 @ 1:30pm via Zoom

1:30 - CALL TO ORDER

1:31 - CONFIRM QUORUM: S. Bernhardt, R. Johnson, K. Dupuy, M. Williams, B. Eades, M. Deraitus, D. Miller, F. Pineau, T. Brown, D. Bero, M. Morgan attended as guest.

1:32 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

Note: Board meetings are open for observation by all owners. Comments are allowed if recognized by the Chair and limited to two minutes each. Residents should use the Zoom chat feature to raise their hands, wait to be called upon, identify themselves by stating their name and village of residence.

1:50 - APPROVAL OF MINUTES

- **Motion:** to approve 05.23.2023 Regular Meeting Minutes. Dave moves, Tim seconds, Mary abstains. Motion passes 7/8.

1:50 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

A reminder that 2023 board goals are still undetermined and necessary for HOAMCO contract performance evaluation. 2023 PMO goals are reduced legal & insurance risks, fiscal responsibility, update governing docs, improve work order system & establish a preventative maintenance program.

2:00 - TREASURER REPORT

Paul Koch Absent

- May Treasurer Report

2:02 – ADDITIONAL MOTIONS

- **Motion:** to approve Stephanie Bice as member of Emergency Readiness Committee. Mary moves, Dave seconds. Motion passes 8/8
- **Motion:** to approve Lee Zavala as member of safety committee. Michelle moves, Frank seconds. Motion passes 8/8

2:05 – REPORTS:

- | | |
|---|--------------------|
| • PMO & Preventative Maintenance Program Status | Received |
| • Revenue Generation Committee | Review at July Mtg |
| • GAC Report | Received |
| • Solution Partners | Received |

2:43 – **Motion:** to adjourn meeting. Klina moves, Frank seconds, motion passes 8/8.

Next meeting July 25th at 1:30pm

PROVIDENCE POINT UMBRELLA ASSOCIATION
August 22, 2023 Board Meeting
1:30pm Collin Hall and Zoom

1:35 - CALL TO ORDER

1:32 - CONFIRM QUORUM In person attendance: S. Bernhardt, R. Johnson, P. Koch, D. Miller, K. Dupuy, T. Brown, F. Pineau, B. Eades, D. Blickenstaff, M. Deraitus. D. Bero via Zoom.

1:27 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

1:39 - APPROVAL OF MINUTES

- **Motion:** to approve July 25, 2023 Regular Meeting Minutes. Mary moves, Dan seconds, motion carried 8/8.
- **Motion:** to approve July 6, 2023 Special Meeting Minutes. Klina moves, Frank seconds, motion carried 8/8.

1:41 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

The Town Hall meeting has been rescheduled from Aug 28th to Sept 20th @ 6pm.
2024 Umbrella budget meetings will be held every Tuesday in Sept @ 1:30.

1:43 - TREASURER REPORT

Paul Koch

- Paul will send July Financials once variances are resolved.
- **Motion:** to approve reserve expenses paid in July for \$6,973.73 for gate kiosk replacement, \$949.61 for curb railings, and \$22,327.18 for asphalt. Klina moves, Frank seconds, motion carried 8/8.

1:49 – ADDITIONAL MOTIONS

- **Motion:** to ratify unanimous board vote to approve Contractor Waiver & Release form for Mike Colvin to perform Block Party services August 5th, 2023. Frank moves, Bill seconds, motion carried 8/8.
- **Motion:** to ratify unanimous board vote to approve onsite payment of \$875.00 for Mike Colvin to perform Block Party services August 5th, 2023. Frank moves, Dan seconds, motion carried 8/8.
- **Motion:** to ratify board vote on revised cell phone tower comments to City of Issaquah on behalf of Providence Point. Mary moves, Klina seconds, motion carried 8/8.
- Rescinded – Motion: to accept resignations and sunset the Insurance Committee.
- **Motion:** to approve installation & program management of Critter Club pet memorial proposal in parking space across building 8. Mary moves, Dave seconds, motion carried 8/8.

2:55 – REPORTS

- GAC Received
- Safety Committee Received
- Ad-Hoc Revenue Committee Pending Further Review

2:08- OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

2:17 – **Motion:** to adjourn meeting. Frank moves, Dennis seconds, motion carried 8/8.

Next regular meeting is hybrid at Collin Hall & Zoom September 26nd @ 1:30pm

PROVIDENCE POINT UMBRELLA ASSOCIATION
October 24, 2023, Board Meeting
1:30 pm Colin Hall and Zoom

1:31 - CALL TO ORDER

1:32 - CONFIRM QUORUM: S. Bernhardt, R. Johnson, P. Koch, D. Blickenstaff, N. Wells, D. Miller, S. Lankford, F. Pineau, T. Brown, B. Eades, K. Dupuy, & M. Deraitus. & L. Millender-Irwin, guest.

1:33 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)
Note: Board meetings are open for observation by all owners. Comments are allowed if recognized by the Chair and limited to two minutes each. Residents should use the Zoom chat feature to raise their hands, wait to be called upon, identify themselves by stating their name and village of residence.

1:40 - APPROVAL OF MINUTES

- **Motion:** to approve 9/25/23 board meeting minutes. Tim moves, Frank seconds, motion passes 9/0.
- **Motion:** to approve 10/09/2023 board special meeting minutes. Dave moves, Klina seconds, motion passes 9/0.

1:41 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

Advised that the 2024 Umbrella Annual Meeting date is January 24, 2024, at 10:30 AM.

1:46 - TREASURER REPORT

Paul Koch

- September Financials
- **Motion:** to approve an asphalt project in the amount of \$182,075.67. Nick moves, Klina seconds, motion passes 9/0.
- **Motion:** to approve a fence repair in Garden Village in the amount of \$16,283.02. Frank moves, Klina seconds, motion passes 9/0.
- **Motion:** to approve building repairs in the amount of \$7,701.50. Dan moves, Klina seconds, motion passes 9/0.

2:02 – ADDITIONAL MOTIONS

- **Motion:** to increase the proposed Computer Lab budget from \$3,000 to \$5,000. The location of the Computer Lab will be in the multi-purpose room in the South Community Building. Bill moves, Mary seconds. Motion passes 9/0.
- **Motion:** to accept Umbrella officer nominations at the November board meeting. Tim moves, Mary seconds. Motion passes 9/0.
- **Motion:** to return the process of seeking an Umbrella treasurer from the Nominating Committee to the Umbrella Board. Frank moves, Nick seconds, motion passes 9/0.

2:07 – REPORTS

- PMO

Received

2:08- OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

3:06 – **Motion:** to adjourn meeting. Dave moves, Bill seconds, motion passes 9/0.

Next regular meeting is hybrid at Collin Hall & Zoom on November 28 @ 1:30 pm

PROVIDENCE POINT UMBRELLA ASSOCIATION
November 28, 2023 Board Meeting
1:30pm Collin Hall

1:31 - CALL TO ORDER

1:32 - CONFIRM QUORUM: S. Bernhardt, R. Johnson, P. Koch, D. Blickenstaff, N. Wells, D. Miller, S. Lankford, F. Pineau, T. Brown, B. Eades, K. Dupuy, & M. Deraitus. & L. Millender-Irwin, guest.

1:33 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)
Note: Board meetings are open for observation by all owners. Comments are allowed if recognized by the Chair and limited to two minutes each. Residents should use the Zoom chat feature to raise their hands, wait to be called upon, identify themselves by stating their name and village of residence.

1:40 - APPROVAL OF MINUTES

- **Motion:** to approve 11/7/23 board meeting minutes. Tim moves, Dave seconds, motion passes 9/0.
- **Motion:** to approve 11/14/2023 board special meeting minutes. Tim moves, Dave seconds, motion passes 9/0.
- **Motion:** to approve 11/20/2023 board special meeting minutes. Tim moves, Dave seconds, motion passes 9/0.

1:41 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

Advised that the 2024 Umbrella Annual Meeting date is January 24, 2024, at 10:30 AM. Mrs. Bernhardt also advised the board that she is working diligently with the board to complete pending projects before the new board is seated in January.

1:46 - TREASURER REPORT

Paul Koch

- October Financials
- **Motion:** to approve a pool system evaluation in the amount of \$2,211.03. Dave moves, Frank seconds, motion passes 9/0.
- **Motion:** to approve a asphalt expense from September 2023 in the amount of \$4,361.29. Frank moves, Klina seconds, motion passes 9/0.
- **Motion:** to approve 50% payment for a new pool lift chair in the amount of \$3,621.73. Dave moves, Frank seconds, motion passes 9/0.

2:02 – ADDITIONAL MOTIONS

- **Motion:** to approve the Facilities and Activities Department credit card limits to \$15,000 and \$12,000. Mary moves, Frank seconds. Motion passes 9/0.
- **Motion:** to approve PMO website administrator privileges. Nick moves, Klina seconds. Motion passes 9/0.
- **Motion:** to modify the pool schedule to add an additional class, extend free swim hours. Dave moves, Frank seconds, motion passes 9/0.
- **Motion:** to approve the purchase of a portable, solar-powered speed radar unit, up to \$6,000 from the Safety Committee 2024 budget. Sara moves, Dave seconds, Vote: 7 yeas, 2 neas, motion passes.

- **Motion:** Approve the change of the Annual Meeting date from January 23, 2024, to January 24, 2024, beginning at 10:30 am. Nick moves, Bill seconds, motion passes 9/0.

Nominating Committee: Election of 2024 Umbrella Officers

The board reviewed the written recommendation report from the Nominating Committee for the election of the 2024 slate of Umbrella Association Board officers. The board of directors voted by ballot at the meeting. The 2024 Umbrella Association Board Officers are:

- President – Klina Dupuy
- Vice President – Sara Lankford
- Secretary – Mary Furer
- Treasurer – Dave Miller

2:07 – REPORTS

- PMO
- GAC
- Foundation
- ERC

Received

2:08- OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

3:06 – Regular Umbrella Board Meeting adjourned to executive session to discuss contractual and personnel matters. **Motion:** to adjourn meeting. Nick moves. Bill seconds. Motion passes 9/0.

4:16 – Executive session ended. Return to regular session meeting. **Motion:** Nick moves. Tim seconds. Motion passes 9/0.

4:24 – **Motion:** to adjourn meeting. Dave moves, Bill seconds, motion passes 9/0.

Next regular meeting is hybrid at Collin Hall & Zoom on December 19th @ 1:30 pm

Providence Point Umbrella Association
Board of Directors Meeting
December 19, 2023

The regular monthly meeting of the Board of Directors of the Providence Point Umbrella Association was called to order at 1:30 pm at Collin Hall and on ZOOM Tuesday, December 19, 2023, by the President, Sharon Bernhardt.

A quorum was present with the following officers and directors in attendance:

President, Sharon Bernhardt; Vice-President, Rick Johnson; Treasurer, Paul Koch; Directors: Mary Deraitus, Nicholas Wells, Michele Williams, Klina Dupuy, Sara Lankford, Bill Eades, Dave Miller, Russ Miller (alternate for Tim Brown).

Guest: General Manager, Lesley Millender-Irwin.

Absent Director: Frank Pineau

Nicholas Wells moved, Klina Dupuy seconded, to appoint Mary Furer as Umbrella Board Secretary December 2023 through January 2024. Motion passed unanimously.

Open Forum:

Owners were invited to comment on issues on and off the agenda.

Approval of Minutes: Dave Miller moved, Nicholas Wells seconded, to approve the October 24, 2023, board special meeting minutes. Motion passed unanimously.

Klina Dupuy moved, Dave Miller seconded, to approve the November 28, 2023, board meeting minutes, open and executive. Motion passed unanimously.

Dave Miller moved, Klina Dupuy seconded, to approve the December 12, 2023, board special meeting minutes. Motion passed unanimously.

President Announcements – Sharon Bernhardt:

- The PMO office will be closed December 20, 2023, from 11:00 to end of day.
- The Annual Meeting for all Providence Point Umbrella Association members will be January 24, 2024, starting at 10:30 am at the Pine Lake Covenant Church. Registration begins at 10:00. Board members will comment on board accomplishments throughout 2023.
- The Organizational Meeting for the 2024 Umbrella Board will follow the Annual Meeting.
- The Regular January 2024 meeting of the Umbrella Board will follow the Organizational Meeting.

Treasurer's Report – Paul Koch:

November Financials:

Operating - Revenue is 0.2% over budget; expenses are 1.0% over budget.

Reserves - Revenue is on budget; expenses are 16.2% under budget.

Dave Miller moved, Klina Dupuy seconded, to defer transfer of \$77,000 from operations to reserves in January 2024. Motion passed 6 to 2. Deferred amount to be spread over transfers in February through December 2024.

Dave Miller moved, Klina Dupuy seconded, to reclassify \$5,806.71 for North Community Building water heater replacement in January 2023 from operating to reserves. Motion passed unanimously.

Dave Miller moved, Klina Dupuy seconded, to reclassify \$1,505.07 for fence repair in February 2023 from operating to reserves. Motion passed unanimously.

Dave Miller moved, Klina Dupuy seconded, to reclassify \$4,091.13 for a pool chemical controller in February 2023 from operating to reserves. Motion passed unanimously.

Mary Deraitus moved, Klina Dupuy seconded, to reclassify \$5,505.00 for replacement of two backflow devices in March 2023 from operating to reserves. Motion passed unanimously.

Michele Williams moved, Dave Miller seconded, to reclassify \$2,130.44 for pool door push bar replacement in April 2023 from operating to reserves. Motion passed unanimously.

Dave Miller moved, Nicholas Wells seconded, to reclassify \$4,051.68 for sidewalk repairs in September 2023 from operating to reserves. Motion passed unanimously.

Dave Miller moved, Klina Dupuy seconded, to approve \$15,585.64 in reserve expenses for tree work. Motion passed unanimously.

Mary Deraitus moved, Dave Miller seconded, to approve \$4,269.55 in reserve expenses for pool chlorine and acid tubing. Motion passed unanimously.

Nicholas Wells moved, Dave Miller seconded, to approve \$3,261.73 in reserve expenses for the final pool ADA lift replacement invoice. Motion passed unanimously.

Klina Dupuy moved, Nicholas Wells seconded, to approve \$1,797.66 in reserve expenses for a pool filter. Motion passed unanimously.

Mary Deraitus moved, Klina Dupuy seconded, to approve \$342.97 in reserve expenses for construction work on the lower catch basin for building 54. Motion passed unanimously.

Paul Koch reported the outstanding insurance claims balance is \$132,647.01. Discussion was held regarding further collection options.

Additional Motions:

Bill Eades moved, Sara Lankford seconded, to table approval of the Committee Policy. Motion passed unanimously. A board working session will be scheduled early in January 2024 to further discuss the policy.

Klina Dupuy moved, Dave Miller seconded, to approve the addition of SMS texting on the community website. Motion passed 7 to 1.

Sara Lankford moved, Nicholas Wells seconded, to ratify a 30-day extension of a service contract. Motion passed 7 to 1.

Mary Deraitus moved, Michele Williams seconded, to approve the nomination of Gail Chumbley as a member of the Digital Communications Committee from Washington Village. Motion passed unanimously.

Klina Dupuy moved, Sara Lankford seconded, to approve the nomination of Bruce Drum as a member of the Emergency Readiness Committee from Garden Village. Motion passed unanimously.

Committee Reports:

- The Government Affairs Committee report was received.
- The PMO Monthly Report was received. Board questions were responded to by the General Manager.
- The Resident Insurance Risk Tracking report was received. Board questions were responded to by the General Manager.

Open Forum:

Owners were invited to comment on issues on and off the agenda.

There being no further business, a motion was made, seconded, and passed to adjourn. Meeting adjourned at 2:58 pm.

Submitted by Mary Furer, Secretary

Providence Point Umbrella Association
Board of Directors Meeting
January 24, 2024

The regular monthly meeting of the Board of Directors of the Providence Point Umbrella Association was called to order at 11:56 am at Pine Lake Covenant Church on Wednesday, January 24, 2024, by President Klina Dupuy.

A quorum was present with the following directors in attendance:

Klina Dupuy, President; Sara Lankford, Vice President; Mary Furer, Secretary; Dave Miller, Treasurer; Michele Williams; Bill Eades; Tim Brown; Marlene Dunham; Irene Rice (alternate for Mary Deraitus).

Open Forum:

Owners/Residents were invited to comment on issues on and off the agenda.

Approval of Minutes:

Irene Rice moved to approve the December 19, 2023, board meeting minutes. Motion passed unanimously.

Bill Eades moved to approve the January 9, 2024, minutes, both regular and executive. Motion passed unanimously.

President Announcements – Klina Dupuy:

There will be Koffee with Klina the third Thursday of each month at 10:00 at Our Place at Town Hall.

Treasurer's Report – Dave Miller:

A report was given on the December 2023 financials.

Dave Miller moved to approve \$111,879.22 from the reserve account to Rich's Landscaping for tree work. Motion passed unanimously.

Additional Motions:

Sara Lankford moved to approve a new Committee Policy as drafted by the prior Umbrella Board with the following addition: add Related Party to Section IV.A.1 – "If feasible, committees should consist of no fewer than one Owner or Related Party from each of the seven villages." Motion passed unanimously.

Irene Rice moved to approve rescinding the Personnel Policy. Motion passed unanimously.

Irene Rice moved to ratify the motion to rescind the 2018 Policy Resolution Rule Concerning the Expected Conduct of Directors, Officers, and Committee Members. Motion passed unanimously.

Dave Miller moved to accept the resignation of Bill Eades as Umbrella Board Assistant Treasurer. Motion passed unanimously.

Sara Lankford moved to appoint Emily Gallagher as Umbrella Board Assistant Treasurer. Motion passed unanimously.

Tim Brown moved a resolution to appoint Emily Gallagher as a bank signatory. Motion passed unanimously.

Dave Miller moved to accept the list of Committee Chairs and Members for 2024. List attached. Motion passed unanimously.

Information:

The Board has sent a Contract Management Alignment Letter to HOA Sites.

Committee Reports:

- The Government Affairs Committee report was received.
- The Emergency Readiness Committee Annual Report was received.
- The Digital Communications Committee 2023 Annual Report was received.
- The following Project Management Office reports were received:
 - General Manager: PMO 2023 Wrap-Up Report/2024 GM Focus Areas
 - Facilities 2023 Report
 - Activities December 2023 Report
 - Administration December 2023 Report

Open Forum:

Owners were invited to comment on issues on and off the agenda.

Irene Rice moved to adjourn the meeting at 12:08 pm. Motion passed unanimously.

Submitted by Mary Furer, Secretary

Safety Committee:

Joe Brown, Chair, Forest
Frank Pineau, Center
Mary Ann Currie, Garden
Nick Wells, Highland
Sharon Wright, Hilltop
Dave Miller, Meadow
Fay Helmon, Washington

Digital Communications Committee:

Chair, vacant
Bill Eades, Board Liaison
Avril Allori, Center
Jane Sattler, Center
Joanne Barr, Center
Gary Reul, Forest
Mark Wood-Patrick, Forest
Milt Moorhead, Forest
Gary Webb, Forest
Linda Kandler, Garden
Sharon Blickenstaff, Hilltop
Ken Limbert, Meadow
Kathleen Ege, Washington

Library:

Kathy McMurtry, Co-Chair, Center
Adele Scott, Co-Chair, Highland

Insurance: Sunset Pending

Bill Eades, Chair, Forest

Emergency Preparedness:

Susan Matt, Chair, Garden (resignation pending)
Alice Erskine, Chair-in-training, Highland
Jim Riley, Center
Avril Allori, Center
Wendy LaPitz, Forest
Chuck Judge, Garden
Bruce Drum, Garden
Nancy Terry, Highland
Alfred Kirkwood, Hilltop
Mary Erskine, Meadow
Marcia Weiszman, Meadow
Marcia Colvin, Washington

Government Affairs Committee:

Dave Osmer, Chair, Highland
Sam Lin, Center
Roberta Brown, Forest
Leo Graham, Forest
Larry Wright, Garden
Michele Williams, Hilltop
Diane Exeriede, Meadow
Ron Imhoff, Washington

Pea Patch Committee:

Sandra Griffith, Chair, Highland
Karin Mendell, Center
Ann Stieglitz, Forest
Dave Olson, Emeritus, Garden
Mary Ann Currie, Garden
Ann Lamb, Highland
Michele Williams, Hilltop
Ellen Wunderley, Meadow
Nora Albert, Washington

PROVIDENCE POINT UMBRELLA ASSOCIATION
September 26, 2023 Board Meeting
1:30pm Collin Hall and Zoom

1:31 - CALL TO ORDER

1:32 - CONFIRM QUORUM: S. Bernhardt, R. Johnson, P. Koch, D. Blickenstaff, N. Wells, D. Miller, S. Lankford, F. Pineau, T. Brown, B. Eades, K. Dupuy, & M. Deraitus. L. Irwin & M. Morgan guests.

1:33 - OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

Note: Board meetings are open for observation by all owners. Comments are allowed if recognized by the Chair and limited to two minutes each. Residents should use the Zoom chat feature to raise their hands, wait to be called upon, identify themselves by stating their name and village of residence.

1:40 - APPROVAL OF MINUTES

- **Motion:** to approve 08.22.2023 board meeting minutes. Tim moves, Frank seconds, motion passes 9/0.
- **Motion:** to approve 09.05.2023 board special meeting minutes. Dave moves, Klina seconds, motion passes 9/0.

1:41 - PRESIDENT ANNOUNCEMENTS

Sharon Bernhardt

Reiterated information on new master policy deductible of 100k and the positive impact the Preventative Maintenance Program had on our renewing rates. Encouraged continued in-unit inspections for high risk components and taking measures to install failing components, water sensors and auto water shut off valves.

1:46 - TREASURER REPORT

Paul Koch

- August Financials
- **Motion:** to open an Alliance credit/debit card for new GM Lesley Millender-Irwin w/\$1,500 limit. Nick moves, Klina seconds, motion passes 9/0.
- **Motion:** to approve reserve expenses paid in July of \$3,399.34 for clubhouse outdoor kitchen countertop. Klina moves, Frank seconds, motion passes 9/0.
- **Motion:** to approve reserve expenses paid in August of \$23,761.78 for asphalt. Nick moves, Dan seconds, motion passes 9/0.
- **Motion:** to approve reserve expenses paid in August of \$2,127.13 for FV easement gate repair. Dave moves, Frank seconds, motion passes 9/0.
- **Motion:** to ratify insurance binding for all but WV for Oct 1st renewal. Nick moves, Klina seconds, motion passes 9/0.
- **Motion:** to bind WV property insurance for Oct 1st renewal. Mary moves, Dave seconds, motion passes 9/0.
- **Motion:** to approve the 2024 budget with an average 17.4% increase. Klina moves, Dan seconds, motion passes 8/1. Mary abstained because the budget process didn't start in July.

2:02 – ADDITIONAL MOTIONS

- **Motion:** to ratify appointment of Bill Eades as assistant treasurer. Dave moves, Frank seconds, motion passes 9/0.
- **Motion:** to accept HV nomination of Nancy Terry to ERC. Klina moves, Frank seconds, motion passes 9/0.
- **Motion:** to accept City of Issaquah ROW easement for traffic signal at 43rd. Tim moves, Nick seconds, motion passes 9/0.

2:07 – REPORTS

- | | |
|--------|----------|
| • GAC | Received |
| • ERC | Received |
| • SPNW | Received |

2:08- OWNER/RESIDENT COMMENTS & QUESTIONS (2 minutes each, 15 minutes total)

2:20 – **Motion:** to adjourn meeting. Dave moves, Bill seconds, motion passes 9/0.

Next regular meeting is hybrid at Collin Hall & Zoom October 24th @ 1:30pm

Providence Point Umbrella Association
Board of Directors Meeting
February 13, 2024

A working session of the Board of Directors of the Providence Point Umbrella Association was called to order at 2:00 pm on Tuesday, February 13, 2024, at the South Community Building by President Klina Dupuy.

A quorum was present with the following directors in attendance:

Klina Dupuy, President; Sara Lankford, Vice President; Mary Furer, Secretary; Dave Miller, Treasurer; Tim Brown; Russ Miller (alternate for Bill Eades); Bruce Zimmerman (alternate for Marlene Dunham); Irene Rice (alternate for Mary Deraitus); Dan Blickenstaff (alternate for Michele Williams).

Guest: Lesley Millender-Irwin, General Manager

Klina Dupuy announced that Mary Deraitus has resigned as the representative from Washington Village due to health reasons, effective immediately.

Information Sharing:

Klina Dupuy, President, listed expectations for board members participation in the coming year, including:

- Remember there is always a duty of care for the fiduciary health of the community.
- Be prepared to discuss the meeting agenda items by reading material in board packets, reading emails sent to Directors, and asking questions.
- Keep your alternate informed of all board actions.
- Talk to residents regarding their concerns and suggestions.
- Listen to Village Presidents to learn about common concerns.
- Talk with Klina about issues.
- Support the vote once a decision is made.

PMO Updates:

The back gate camera project is waiting for an installation date from the vendor.

Options for the mobile speed sign purchase are being pursued based on the specifications from the Safety Committee. Locations for the sign will be determined with input from the Safety Committee.

The Safety Committee will survey all of Providence Point looking for areas that are not well lit at night, e.g., behind Town Hall. Suggestions for additional lighting will be made.

Tobias Humphrey at HOAMCO is the accountant newly assigned to Providence Point.

A new vendor packet is being prepared for the AED equipment to be purchased and placed in 3 locations around the community.

WIFI access links have been added at Town Hall and the South Community Building.

Email/storage accounts have been set up for the Umbrella Board Directors and in 6 villages as directed by the Village Presidents. Pacific Office Automation will provide training on how to use the boxes. Access to Windows Office 365 will be available through this arrangement, online version only.

The following contracts have been updated and sent to Rich's Landscaping for their review:

- Landscaping services
- Irrigation services
- Installation of irrigation smart controllers

Tim Boone, Facilities Manager, is considering 2 programs for work order processing that would coordinate with current Providence Point software and accomplish required tracking tasks. Essential users need to be defined, but in all instances a unit owner could send a work order for no additional cost.

Lesley Millender-Irwin is completing a final version of the approved Committee Policy that will be signed by board officers and then sent to the community.

Digital Communications Committee members are to meet with PMO to coordinate using Stripe as a vehicle for charging fees for activities on the Providence Point Living website.

It has been determined that the infrastructure is not in place to continue to support Channel 8 broadcasting. The Activities Office and General Manager are looking at possible replacement opportunities.

February Board Meeting Agenda (Current Items):

Committee Charter Review Process: Once signed, the Committee Policy will be used by individual committees to write their charters. A Code of Ethics for committee members to sign will be discussed at the board orientation March 2, 2024.

Village and Umbrella FHA Renewals: All FHA renewals are being processed at the same time. Villages will be contacted for information as needed.

Safety Committee Report and Discussion:

Discrepancies in and concern regarding the current Post Orders for the Securitas Safety Officers were discussed. Lesley Millender-Irwin, PMO, Securitas, and the Safety Committee will work on creating updated Post Orders and an updated Safety Policy that reflects current practices.

Joe Brown, Safety Committee Chair, reported that ongoing areas of attention are:

- Signage around Providence Point.
- Perimeter fence repair.
- Controlling speeding issues.
- Adopting modern technology for access to Providence Point property and buildings.
- Monitoring a utility easement that could become part of a public trail through Forest Village.

Board Orientation Meeting: Saturday, March 2, 2024, time to be determined. The meeting is in person only. SMART goals are to be established for the year. Attendees to include Umbrella Board Directors, Umbrella Board Director Alternates, and Village Presidents.

There will be a Koffee with Klina event February 15, 2024, 10:00-11:30 at Our Place.

Adjourned at 2:55 pm.

Providence Point Umbrella Association
Board of Directors Meeting
February 27, 2024

The regular monthly meeting of the Board of Directors of the Providence Point Umbrella Association was called to order at 1:32 pm in person at Collin Hall and via ZOOM on Tuesday, February 27, 2024, by President Klina Dupuy.

A quorum was present with the following directors in attendance:

Klina Dupuy, President; Sara Lankford, Vice President; Mary Furer, Secretary; Dave Miller, Treasurer; Michele Williams; Bill Eades; Tim Brown; Marlene Dunham; Sheila Couey.

Also in attendance: Emily Gallagher, Assistant Treasurer; Lesley Millender-Irwin, General Manager

Open Forum:

Owners/Residents were invited to comment on issues on and off the agenda. There were no comments from the residents in person or on ZOOM.

Approval of Minutes:

Klina Dupuy moved to approve the minutes from the January 17, 2024, working session; the January 24, 2024, organizational meeting; the January 24, 2024, regular meeting; and the February 6, 2024, special meeting. Motion passed unanimously.

President Announcements – Klina Dupuy:

There will be a Volunteer Recognition event at 3:30 at Our Place Wednesday, February 28, 2024, to thank the community volunteers for their service and to meet other volunteers to share ideas.

Umbrella Board Directors, Umbrella Board Alternate Directors, and Village Presidents will meet Saturday, March 2, 2024, for an all-day workshop to set goals for the Association.

Treasurer's Report – Dave Miller:

The January 2024 financial report narrative and the financial spreadsheet are attached.

Tim Brown moved to approve \$2,049.44 to Pacific Office Automation – Oregon from the reserve account for WIFI access point installation at the South Community Building. Motion passed unanimously.

Klina Dupuy moved to approve \$7,712.01 to Pacific Office Automation – Oregon from the reserve account for WIFI access point installation at the Town Hall. Motion passed unanimously.

Marlene Dunham moved to approve \$1,682.88 to Smart Signs from the reserve account for signage in the common areas. Motion passed unanimously.

Sara Lankford moved to rescind the action taken by the Umbrella Board on December 19, 2023, to defer the transfer of \$77,000 from the operating account to the reserve account in January 2024 and to reset the repayment schedule of the loan to a 12-month amortization, beginning January 2024. Motion passed unanimously.

Additional Motions:

Michele Williams moved to direct the Umbrella Committees to update their existing Charters in the next 30 days. Motion amended by Tim Brown to a 60-day timeframe. Amended motion passed unanimously. Villages will update their Committee Charters once the official Committee Policy is made available, using their own timeframes.

Sara Lankford moved to accept with regret the resignation of Mary Deraitus, Washington Village Umbrella Board Representative, from the Umbrella Board, effective immediately. Motion passed unanimously.

Tim Brown moved to accept the resignation of Bruce Drum, Emergency Readiness Committee Member, from the committee, effective immediately. Motion passed unanimously.

Marlene Dunham moved to accept the resignation of Susan Matt, Garden Village Alternate Umbrella Board Representative, from this position, effective immediately. Motion passed unanimously.

Sara Lankford moved to approve the General Manager, Lesley Millender-Irwin, as the TCM Bank Administrator for corporate credit cards. Motion passed unanimously.

Informational Items:

Tim Boone, Facilities Manager, presented a summary of research done to find a more effective software program for handling Providence Point work orders. Currently in use is a Property Management software program, and the intent is to switch to a Computerized Maintenance Management System that provides more functionality, particularly for managing communication across the history of a given work order. A vendor recommendation will be made to the Umbrella Board in March or April.

Lesley Millender-Irwin reported on the following items:

- The FHA recertification process is ongoing as Village questionnaires are being completed. Ms. Millender-Irwin expressed appreciation for the work Ned Hubbard had done in the past to prepare the questionnaire.
- Securitas, the safety services vendor at Providence Point, Project Management Office staff, and the Safety Committee will meet in March 2024 to review the current Post Orders and Providence Point Safety Policy. Revised versions of both documents will be brought to the Umbrella Board for approval.
- Rich's Landscaping has signed both contracts: landscaping services and smart controller installation. Surveying will begin soon for the controller installations.
- The Emergency Readiness Committee will meet March 22, 2024, to update the plans for emergency events.
- There will be monthly financial meetings with the President, Vice President, Treasurer, and Assistant Treasurer. Michael Franciosi, HOAMCO Financial Vice President, will meet with this group today.

Reports Received:

- Government Affairs Committee
- Emergency Readiness Committee
- Project Management Office
 - General Manager
 - Administration
 - Activities

Open Forum:

Owners/Residents were invited to comment on issues on and off the agenda. Board members responded to resident questions.

Marlene Dunham moved to adjourn the meeting at 2:45 pm. Motion passed unanimously.

Submitted by Mary Furer, Secretary

Providence Point – Financial Comments for the Month Ending January 31, 2024

All information is on a Year-to-Date basis through January.

Operating Revenue: Net Operating Revenue of \$635,142 is \$5,814 or slightly less than 1 percent under budget mostly due to timing of work-orders reimbursements and activities ticket sales.

Operating Expenses: The Operating Net Expenditure of \$498,540 is \$63,959 or 11 percent under budget mainly due to unpaid taxes, lack of snow-removal charges and an unfilled position in PMO.

Operating Cash Balance: \$513,988.

Reserves: Total Reserve Revenue of \$635,211 is \$19,163 or 3.1 percent favorable to the budget due to paving and sealing work budgeted but not begun and irrigation controllers budgeted but not installed

Reserve cash balance: \$301,144

NOTES:

- \$25,000 a month is being moved from operating revenue to reserves to repay the \$300,000 loan taken from reserves in early 2023. We have broken this amount out so that it doesn't distort our view of our true cash flow.
- We also have budgeted \$47,167 a month to help rebuild our reserves.
- Although PMO is actively trying to recoup funds paid in advance to homeowners suffering losses covered by insurance, we recovered no funds in January and our unpaid insurance accounts receivables remain at \$107,231, with \$82,231 of that amount more than 90 days past due.
- The ice storm led to water damage of 12 units. It appears that two, possibly 3, of these claims will impact our master insurance policy. These do not appear to lead to major master policy claims.

Providence Point Umbrella Association
January 2024 - Profit and Loss Statement

Operating

	Jan 2024			Year to Date			Comment (Year to Date)
	Budget	Actual	Variance	Budget	Actual	Variance	
Revenue							
Unit Assessments	510,300	510,300	0	510,300	510,300	0	
Flat Fee Dues	109,765	109,761	(4)	109,765	109,761	(4)	[unfav] not significant
Village W/O	4,300	2,688	(1,612)	4,300	2,688	(1,612)	[unfav] not significant, timing
Activities Ticket Sales	6,296	2,839	(3,457)	6,296	2,839	(3,457)	[unfav] not significant
Smart Card Income	1,083	130	(953)	1,083	130	(953)	[unfav] not significant, timing
Other Income	9,212	9,424	212	9,212	9,424	212	[fav] not significant
Gross Revenue	640,956	635,142	(5,814)	640,956	635,142	(5,814)	[unfav] as noted above
Loan Payment	(25,000)	0	25,000	(25,000)	0	25,000	[fav] loan payoff, budgeted as negative revenue, but recorded as cash trn from operating to reserve and reduction in due between funds
Transfer to Reserves	(47,167)	(47,167)	0	(47,167)	(47,167)	0	
Net Operating Revenue	568,790	587,975	19,186	568,790	587,975	19,186	[fav] due to accounting for loan payoff
Expenses							
Activities/Trans	8,025	15,957	7,932	8,025	15,957	7,932	[unfav] timing, Ticketed events (5k) and Transportation (3k) contain Dec 2023 expenses
Administration	129,453	117,735	(11,718)	129,453	117,735	(11,718)	[fav] Fed Tax (-4k), Consulting/Legal (-4k), Gate/Smart Card (-2k), Insurance (-2k), Misc Office (-3k); [unfav] Website (3k)
Flat Fees	124,874	127,056	2,183	124,874	127,056	2,183	[unfav] Fire alarm (20k), June-Dec 2023 and first quarter of 2024 [fav] timing, Surf Water Mgt (-16k), Communiversity/Cable TV (-2k)
Grounds	95,352	69,971	(25,381)	95,352	69,971	(25,381)	[fav] timing, Trees (-4k), Contract Irrigation (-4k), Snow (-15k), Pea Patch (-1k)
Maintenance	4,750	2,701	(2,049)	4,750	2,701	(2,049)	[fav] not significant, Supplies (-2k)
Operating	6,000	0	(6,000)	6,000	0	(6,000)	[fav] timing, Safety Committee (-6k)
Operations	11,067	10,560	(506)	11,067	10,560	(506)	[fav] not significant
Payroll	120,431	99,547	(20,884)	120,431	99,547	(20,884)	[fav] open position, Staff salaries (20k)
Safety Services	34,306	34,769	463	34,306	34,769	463	[unfav] not significant
Umbrella Bldgs	8,939	9,977	1,037	8,939	9,977	1,037	[unfav] not significant, Gen Maintenance (1.7k)
Utilities	19,303	10,267	(9,036)	19,303	10,267	(9,036)	[fav] Clubhouse (-5k), Town Hall (-4k), Campus Wide (-2k) [unfav] Maint Bldg Refuse (1k) contains Nov/Dec 2023 expenses
Total Operating Exp	562,499	498,540	(63,959)	562,499	498,540	(63,959)	[fav] 11% under budget
Net Operating Gain (Loss)	6,291	89,435	83,145	6,291	89,435	83,145	[fav]

January 31st Operating Cash Balance

513,988

Providence Point Umbrella Association
 January 2024 – Profit and Loss Statement
 Reserves

	Jan 2024			Year to Date			Comment (Year to Date)
	Budget	Actual	Variance	Budget	Actual	Variance	
Revenue							
Interest Income	92	69	(23)	92	69	(23)	[unfav] not significant
Transfer from Operating	47,167	47,167	0	47,167	47,167	0	
Total Reserve Revenue	47,258	47,235	(23)	47,258	47,235	(23)	[unfav] not significant
Expenses							
Comp & Elect Office Equip	0	9,761	9,761	0	9,761	9,761	[unfav] not budgeted, wireless access points WIFI, watchguard firebox, wiring, labor
Fencing and Arbors	0	1,683	1,683	0	1,683	1,683	[unfav] timing
Irrigation (controllers)	38,500	0	(38,500)	38,500	0	(38,500)	[fav] timing
Asphalt Paving/Seal Coat	130,000	0	(130,000)	130,000	0	(130,000)	[fav] timing
Bank Charges	0	75	75	0	75	75	[unfav] not significant
Total Reserve Expense	168,500	11,519	(156,981)	168,500	11,519	(156,981)	[fav] timing
Net Reserve Gain (Loss)	(121,242)	35,716	156,958	(121,242)	35,716	156,958	[fav]

January 31st Reserve Cash Balance 301,144

Combined

	Jan 2024			Year to Date			Comment (Year to Date)
	Budget	Actual	Variance	Budget	Actual	Variance	
Revenue	616,048	635,211	19,163	616,048	635,211	19,163	[fav]
Expenses	730,999	510,059	(220,939)	730,999	510,059	(220,939)	[fav]
Net Gain/(Loss)	(114,951)	125,151	240,102	(114,951)	125,151	240,102	[fav]

January 31st Total Cash Balance 815,132

Insurance Acct Receivable

	Current	30 days	60 days	90+ days	Total
December 31, 2023	25,000	0	0	82,231	107,231
January 31, 2024	0	25,000	0	82,231	107,231

Loan Payoff to Reserves

December 31, 2023	300,000
Payment from Operating	25,000
January 31, 2024	275,000

Providence Point Umbrella Association
Board of Directors Meeting
April 23, 2024

The regular monthly meeting of the Board of Directors of the Providence Point Umbrella Association was called to order at 1:30 pm in person at Collin Hall and via ZOOM on Tuesday, April 23, 2024, by President Klina Dupuy.

A quorum was present with the following directors in attendance:

Klina Dupuy, President; Sara Lankford, Vice President; Mary Furer, Secretary; Dave Miller, Treasurer; Michele Williams; Bill Eades; Russ Miller (alternate for Tim Brown); Marlene Dunham; Sheila Couey.

Also in attendance: Lesley Millender-Irwin, General Manager

Open Forum:

Owners/Residents were invited to comment on issues on and off the agenda. There were no comments from the residents in person or on ZOOM.

Approval of Minutes:

Klina Dupuy moved to approve the minutes from the March 12, 2024, working session; March 18, 2024, special session; March 18, 2024, executive session; March 21, 2024, working session, and March 26, 2024, board meeting. Motion passed unanimously.

President Announcements – Klina Dupuy:

- All reports from Umbrella committees and clubs at Providence Point will be sent to Umbrella Board Directors one week before the working session for review. Reviewed reports will be sent to all residents with the agenda for the regular board meeting.
- The Emergency Readiness Committee will perform a test of the SMS texting capability April 24, 2024.
- The Safety Committee has reviewed the updated post orders for the Safety Officers.

Treasurer's Report – Dave Miller:

The March 2024 financial report narrative and the financial spreadsheet are attached.

Dave Miller moved to approve \$7,158.34 to Rich's Landscaping from the reserve account for the March payment for landscape irrigation hardware upgrades. Motion passed unanimously.

Dave Miller moved to approve \$37,514.66 to Benjamin Asphalt, Inc., from the reserve account for asphalt work done at buildings 39 and 70. Motion passed unanimously.

Klina Dupuy announced that the Directors will move into executive session later to consider writing off two accounts receivable and to consider retaining new legal counsel.

Lesley Millender-Irwin reported on the following items:

- A demonstration of the work order software from LIMBLE was held last week. References have been requested. A recommendation will be made to the Umbrella Board in May 2024.
- FHA certification has been approved for three Villages; the other four are in progress. The process is taking longer than usual. When completed, all Villages that are certified will have an effective date of April 2, 2024, for a 3-year period.

- The four automated external defibrillators have been received. Boxes to hold the devices will be installed by PMO facilities. Any training will be coordinated by PMO.
- The Channel 8 survey is underway. Electronic responses will be recorded through April 30, 2024. Paper surveys will be collected through May 3, 2024, at which time the results will be tabulated.
- SMS text testing will be conducted April 24, 2024, at 9:30 am. To date, no one has chosen to opt out.

The following reports have been received:

- Government Affairs Committee
- Emergency Readiness Committee
- Project Management Office
 - General Manager
 - Facilities

Open Forum:

Owners/Residents were invited to comment on issues on and off the agenda. Board members responded to resident questions.

Sara Lankford moved to adjourn the meeting at 2:00 pm and to move into executive session. Motion passed unanimously.

Meeting reconvened at 2:40 pm with a quorum present.

Sara Lankford moved that the Board ratify the action taken in executive session to write off two accounts receivable in the aggregate amount of \$28,367.90. Motion passed unanimously.

Sara Lankford moved that the Board ratify the action taken in executive session to approve Condominium Law Group, PLLC, as the preferred provider for legal services to the Providence Point Umbrella Association. Motion passed unanimously.

Marlene Dunham moved to adjourn the meeting at 2:43 pm. Motion passed unanimously.

Submitted by Mary Furer, Secretary

Financial Narrative

PPUA P&L

March 2024

At the macro level, we are 1/2 percent under budget on operating revenue and 11 percent under budget on operating expense. At the end of March, we had an operating cash balance of \$582,384 and a reserve cash balance of \$433,593 for a total cash balance of \$1,015,977.

We are also continuing to pay back the \$300,000 loan we moved from reserves to operations last year to cover insurance claim payments owed to the Association by residents, plus some legal fees and budget deficits from prior years. We're repaying our reserves back at the rate of \$25,000 a month, or \$300,00 for the year. Barring any major unforeseen expenses, we should have approximately \$680,000 in reserves by year-end.

There were two categories which significantly contributed to operating expenses being under budget. We have a favorable amount of \$110,946 for Grounds, mainly resulting from landscape and irrigation expenses budgeted but not yet charged. We also have a favorable amount of \$39,426 for payroll, mainly due to an open position.

Insurance Accounts receivable was reduced by \$4,860 representing reimbursement on a work order from April 2023. We still have no claims against our master insurance policy.

As I said at our last meeting, the bottom line is that we're doing fine, tracking with our budget and repaying our 2023 loan from reserves.

On another note, we have restarted the Umbrella Board Budget and Finance Committee comprising the village treasurers, the president and vice president of the Umbrella Board, and our General Manager. And, of course, the Umbrella Board Treasurers and Assistant Treasurer. I expect all will learn from sharing what we know.

Providence Point Umbrella Association
March 2024 - Profit and Loss Statement

	Operating						Comment (Year to Date)	
	Mar-24			Year to Date				
	Budget	Actual	Variance	Budget	Actual	Variance		
Revenue								
Unit Assessments	510,300	510,300	0	1,530,900	1,530,901	1		
Flat Fee Dues	109,765	109,761	(4)	329,296	329,283	(12)	A	[unfav]
Village W/O	5,600	4,592	(1,008)	14,900	14,390	(510)	B	[unfav]
Activities Ticket Sales	6,296	3,095	(3,201)	18,887	11,344	(7,543)	B	[unfav]
Smart Card Income	1,083	780	(303)	3,250	1,170	(2,080)	B	[unfav]
Other Income	11,352	14,160	2,808	34,775	36,543	1,768	A	[fav]
Gross Revenue	644,396	642,689	(1,707)	1,932,009	1,923,631	(8,378)		[unfav]
Transfer to Reserves	(47,167)	(47,167)	0	(141,500)	(141,500)	0		
Net Operating Revenue	597,230	595,522	(1,707)	1,790,509	1,782,131	(8,378)	0.5%	under budget
Expenses								
Activities/Trans	8,024	8,764	740	24,073	26,492	2,419	D	[unfav]
Administration	125,265	127,140	1,875	379,884	361,346	(18,538)	E	[fav]
Flat Fees	124,874	112,807	(12,067)	344,404	348,464	4,060	F	[unfav]
Grounds	206,477	90,315	(116,161)	401,180	290,234	(110,946)	G	[fav]
Maintenance	4,750	1,026	(3,724)	14,250	5,041	(9,209)	H	[fav]
Operating	4,000	1,621	(2,379)	14,000	6,483	(7,517)	I	[fav]
Operations	7,317	7,034	(283)	26,384	25,674	(710)	A	[fav]
Payroll	109,959	101,308	(8,651)	340,349	300,923	(39,426)	J	[fav]
Safety Services	34,306	32,939	(1,367)	104,538	99,901	(4,637)	B	[fav]
Umbrella Bldgs	7,439	9,876	2,437	22,817	23,293	476	K	[unfav]
Utilities	19,303	17,765	(1,538)	58,419	55,744	(2,675)	L	[fav]
Total Operating Exp	651,714	510,597	(141,117)	1,730,298	1,543,596	(186,702)	11%	under budget
Net Operating Gain (Loss)	(54,484)	84,926	139,410	60,210	238,534	178,324		
Loan Payment	(25,000)	0	25,000	(75,000)	0	75,000	C	
Net Budgeted Gain (Loss)	(79,484)	84,926	164,410	(14,790)	238,534	253,324		
March 31st Operating Cash Balance		582,384						

Comments

- A** Not Significant
- B** Not significant, timing
- C** Loan payoff, budgeted as negative revenue, but recorded as cash trn from operating to reserve and reduction in due between funds
- D** [unfav] Specialized Transportation (2k), Dec 2023 expense to Starline Charter Bus
- E** [fav] Fed Tax (-12k), Consulting/Legal (-2k), Gate/Smart Card (-3k), Insurance (-1k), Misc Office (-3k); [unfav] Website (2k)
- F** [unfav] Fire alarm (22k), June-Dec 2023 and second quarter of 2024; [fav] Cable TV (-2k), Surface Water Mgmt Fee (-16k)
- G** [fav] Timing, Landscape (-86k), Irrigation Maintenance (-7k) Contract Irrigation (-2k), Snow (-15k), Pest (-2k); [unfav] Pea Patch (2k)
- H** [fav] Timing, Supplies
- I** [fav] Timing, Safety Committee
- J** [fav] Open position, Staff salaries
- K** [unfav] Elevator (1k), Taxes - Property (5k), budgeted for April; [fav] not significant, Gen Maintenance and Supplies (-5k)
- L** [fav] Town hall electricity

Reserves

	Mar-24			Year to Date			Comment (Year to Date)	
	Budget	Actual	Variance	Budget	Actual	Variance		
Revenue								
Interest Income	92	138	46	275	291	16	A	[fav]
Transfer from Operating	47,167	47,167	0	141,500	141,500	0		
Total Reserve Revenue	47,258	47,304	46	141,775	141,791	16	A	[fav]
Expenses								
Comp & Elect Office Equip	0	0	0	0	9,761	9,761	B	[unfav]
Driveways & Sidewalks	60,000	0	(60,000)	60,000	0	(60,000)	C	[fav]
Fencing and Arbors	0	0	0	0	1,683	1,683	C	[unfav]
Irrigation (controllers)	7,000	7,158	158	14,000	14,317	317	A	[unfav]
Landscaping - Drainage	0	0	0	5,000	0	(5,000)	C	[fav]
Asphalt Paving/Seal Coat	80,000	37,515	(42,485)	80,000	37,515	(42,485)	C	[fav]
Bank Charges	0	0	0	0	75	75	A	[unfav]
Total Reserve Expense	147,000	44,673	(102,327)	159,000	63,351	(95,649)		[fav]
Net Reserve Gain (Loss)	(99,742)	2,631	102,373	(17,225)	78,440	95,665		
March 31st Reserve Cash Balance		433,593						

Comments

- A** Not Significant
- B** Not budgeted, wireless access points WIFI, watchguard firebox, wiring, labor
- C** Timing

Combined

	Mar-24			Year to Date			Comment (Year to Date)
	Budget	Actual	Variance	Budget	Actual	Variance	
Revenue	644,488	642,826	(1,661)	1,932,284	1,923,921	(8,362)	[unfav]
Expenses	798,714	555,270	(243,444)	1,889,298	1,606,947	(282,351)	[fav]
Net Gain/(Loss)	(154,226)	87,557	241,783	42,985	316,974	273,989	[fav]
Loan Payment	(25,000)	0	25,000	(75,000)	0	75,000	
Net Budgeted Gain (Loss)	(179,226)	87,557	266,783	(32,015)	316,974	348,989	

March 31st Total Cash Balance 1,015,977

Insurance Acct Receivable

	Current	30 days	60 days	90+ days	Total
February 29, 2024	0	0	25,000	82,231	107,231
March 31, 2024	0	0	0	102,371	102,371

Loan Payoff to Reserves

February 29, 2024	250,000
Payment from Operating	25,000
March 31, 2024	225,000

Providence Point Umbrella Association
Board of Directors Meeting
June 25, 2024

The regular monthly meeting of the Board of Directors of the Providence Point Umbrella Association was called to order at 1:35 pm in person at Collin Hall and via ZOOM on Tuesday, June 25, 2024, by President Klina Dupuy.

A quorum was present with the following directors in attendance:

Klina Dupuy, President; Sara Lankford, Vice President; Dave Miller, Treasurer; Bill Eades; Tim Brown; Marlene Dunham; Sheila Couey; Nicholas Wells (alternate for Mary Furer); Dan Blickenstaff (alternate for Michele Williams).

Also in attendance: Lesley Millender-Irwin, General Manager; Emily Gallagher, Assistant Treasurer.

Approval of Minutes:

Klina Dupuy moved to approve the minutes from the May 10, 2024, working session; May 14, 2024, working session; May 28, 2024, board meeting; and May 31, 2024, working session. Motion passed unanimously.

President Announcements – Klina Dupuy:

- The Pop-Up Bistro event was well attended. Thank you to Lorri and Stephanie in the Activities Office for their good work putting it together.
- As residents move out and units are occupied by newcomers, the community is encouraged to make them welcome and encourage them to participate in the large variety of activities that are available.

Treasurer's Report – Dave Miller:

The May 2024 financial report narrative and the financial spreadsheet are attached.

Additional Motions:

- Dave Miller moved to approve the purchase of LIMBLE CMMS work order software at a current annual cost of \$13,920. Motion passed unanimously.
- Marlene Dunham moved to approve the purchase of an additional automated external defibrillator (AED) for the North Community Building for approximately \$1,600. Motion passed unanimously.
- Marlene Dunham moved to approve the current Code of Ethics as drafted. 8 yes, 1 abstention.
- Klina Dupuy moved to approve the distribution of the new Assessment Collection Policy to owners of units in Providence Point via first-class US mail with an effective implementation date of July 31, 2024. Motion passed unanimously. This mailing is for information only; no further action will be required by the Board.
- Dave Miller moved to approve the Safety Committee charter with amendments to the Code of Ethics and regarding expenditures. Motion passed unanimously.
- Sara Lankford moved to approve revised Continuing Delegations received from Hilltop Village and Center Village delegating Administrative Support – Insurance and Parking Enforcement responsibilities to the Umbrella Association. Motion passed unanimously.
- Nicholas Wells moved and Sara Lankford amended that the Umbrella Board direct PMO to review the residential directory on the Providence Point Living website to ensure only current residents are listed there. Motion passed unanimously.
- Dave Miller moved to approve a request to fund training courses for the General Manager, the Facilities Manager, and the Activities Manager in 2024 at a cost of approximately \$3,000. Motion passed unanimously.
- Marlene Dunham moved to approve the early closure of the PMO offices on July 12, 2024, for a staff picnic to be funded through the staff budget. Motion passed unanimously.

- Tim Brown moved to approve Jay Sternoff from Forest Village as a member of the Emergency Readiness Committee. Motion passed unanimously.
- Dave Miller moved to approve David Eidt from Forest Village as a member of the Emergency Readiness Committee. Motion passed unanimously.
- Dan Blickenstaff moved to approve Caroline Thienes from Hilltop Village as a member of the Government Affairs Committee. Motion passed unanimously.

Discussion Items:

- The draft Umbrella Association Bylaws have been sent to Condo Law for review. A report is expected by early July 2024. Tim Brown expressed appreciation for the Condo Law memo regarding the executive session provision in the bylaws.
- Klina Dupuy reported on the SMART Goals and Strategic Planning ongoing efforts.

Lesley Millender-Irwin reported on the following items:

- General Ledger 2701 account is currently at \$50,795 for insurance receivables. Expected payments will take it to an estimated \$23,231 after legal expenses are deducted.
- Presidents in Hilltop Village and Meadow Village have been given information regarding Veterans' Administration (VA) certification for their villages should they wish to pursue it. It is not required.
- The PMO staff will start accepting online payments with the use of Square, a credit card payment system, for such things as vehicle transponders and fitness center keys. Users will incur a 2.6% service fee.
- The White Elephant Sale will use the Square option for purchases but will not pass the service fee on to customers.
- Klina Dupuy reported that new contract is being signed with the Seniors' Choice insurance office with a rent increase from \$700 to \$850 per month.

The following reports have been received:

- Government Affairs Committee
- Emergency Readiness Committee
- Project Management Office
 - General Manager
 - Activities

Open Forum:

Owners/Residents were invited to comment on issues on and off the agenda. Resident comments were responded to by board members.

The meeting was adjourned at 2:25 pm.

Submitted by Mary Furer, Secretary

Financial Narrative

PPUA P&L

May 2024

At the macro level, we are 0.1 percent under budget on operating revenue and 7 percent under budget on operating expense. At the end of May, we had an operating cash balance of \$655,302 and a reserve cash balance of \$510,353 for a total cash balance of \$1,165,655.

We are also continuing to pay back the \$300,000 loan we moved from reserves to operations last year to cover insurance claim payments owed to the Association by residents, plus some legal fees and budget deficits from prior years. We're repaying our reserves back at the rate of \$25,000 a month, or \$300,000 for the year. At the end of May, we've repaid \$125,000 of the \$300,000 loan, or about 42 percent.

We've been tracking under budget on expenses mostly due to an open position in PMO that is now filled, and timing of landscaping work. For example, we are \$67,019 under budget on PMO payroll and \$104,611 under budget on Grounds work.

We had no claims repayments in insurance accounts receivable in May, but we're expecting a repayment of more than \$20,000 in June.

On the not-so-good side, there will be a cash reduction in June for a payment of \$108,449 to Maintcoll LLC. This payment offsets an insurance reimbursement received in December 2023 for water-loss damage.

On a potentially more positive note, one area where the reconstituted Budget and Finance Committee has been of benefit to the Umbrella Board is helping determine a higher return on invested funds in our reserve account. Last year, we only earned 0.16 percent on our invested funds. We hope to present a more lucrative investment plan at the July Umbrella Board meeting.

Providence Point Umbrella Association
May 2024 - Profit and Loss Statement

		Operating							
		May-24		Year-to-Date					
		Budget	Actual	Variance	Budget	Actual	Variance	Comment (YTD)	
Revenue									
	Unit Assessments	510,300	510,300	0	2,551,500	2,551,501	1		
	Flat Fee Dues	109,765	109,761	(4)	548,826	548,806	(21)	A	[unfav]
	Village W/O	8,700	6,526	(2,174)	30,800	23,846	(6,954)	B	[unfav]
	Activities Ticket Sales	6,296	14,635	8,339	31,479	34,182	2,703	B	[fav]
	Smart Card Income	1,083	455	(628)	5,417	2,535	(2,882)	B	[unfav]
	Reimbursable Unit Repair	0	3,896	3,896	0	3,896	3,896	C	[fav]
	Other Income	13,832	17,390	3,559	61,959	67,381	5,422	A	[fav]
Gross Revenue		649,976	662,964	12,988	3,229,981	3,232,146	2,165	[fav]	
Transfer to Reserves		(47,167)	(47,167)	0	(235,833)	(235,833)	0		
Net Operating Revenue		602,810	615,798	12,988	2,994,148	2,996,313	2,165	0.1%	under budget
Expenses									
	Activities/Trans	8,025	10,268	2,243	40,123	45,919	5,796	D	[unfav]
	Administration	125,165	121,387	(3,779)	633,102	639,437	6,335	E	[unfav]
	Flat Fees	124,874	106,955	(17,918)	563,935	563,012	(923)	F	[fav]
	Grounds	88,127	116,558	28,431	596,334	491,723	(104,611)	G	[fav]
	Maintenance	4,750	9,123	4,373	23,750	16,455	(7,295)	H	[fav]
	Operating	4,000	573	(3,427)	22,000	10,634	(11,366)	I	[fav]
	Operations	7,597	11,683	4,087	41,597	43,859	2,262	B	[unfav]
	Payroll	109,959	97,808	(12,151)	570,740	503,720	(67,019)	J	[fav]
	Safety Services	34,869	34,155	(714)	174,131	166,463	(7,668)	B	[fav]
	Umbrella Bldgs	7,639	9,915	2,276	43,959	42,439	(1,521)	K	[fav]
	Utilities	19,813	19,399	(414)	97,614	95,043	(2,571)	L	[fav]
Total Operating Exp		534,818	537,826	3,008	2,807,285	2,618,705	(188,580)	7%	under budget
Net Operating Gain (Loss)		67,992	77,972	9,980	186,863	377,608	190,745		
Loan Payment		(25,000)	0	25,000	(125,000)	0	125,000	M	
Net Budgeted Gain (Loss)		42,992	77,972	34,980	61,863	377,608	315,745		
May 31st Operating Cash Balance			655,302						

Comments

- A** Not Significant
- B** Timing
- C** New Acct Offset by New Expense Acct within Maint. These accounts, which net to zero, are related to reimbursable unit repairs.
- D** [unfav] Specialized transportation (2k), Dec 2023 expense to Starline Charter Bus, Non-Ticketed Events (3k).
- E** [unfav] Bad Debt Write-Offs (28k), Website (2k); [fav] Fed Tax (-9k), Consulting/Legal (-4k), Gate/Smart Card (-4k), Insurance (-1k), Copier Lease (3k), Misc Office (-2k)
- F** [unfav] Fire alarm (18k), June-Dec 2023 and June 2024; Surface Water Mgmt Fee (15k), Cable TV (4k)
- G** [fav] Timing, Landscape (-96k), Snow (-15k), Pest (-2k), Irrigation (8k)
- H** [fav] Timing, Supplies (-11k), Reimbursable Unit Repairs & Maintenance (4k)
- I** [fav] Timing, Safety Committee
- J** [fav] Open position through mid June, Staff salaries
- K** [fav] Timing, Maintenance & Supplies (-5k); [unfav] Town Hall elevator repair (3k)
- L** [fav] Electricity & Utilities (-7k); [unfav] Phone (3k)
- M** Loan payoff, budgeted as negative revenue, but recorded as cash trn from operating to reserve and reduction in due between funds

		Reserves							
		May-24			Year-to-Date				
		Budget	Actual	Variance	Budget	Actual	Variance	Comment (YTD)	
Revenue									
	Interest Income	92	186	94	458	631	172	A	[fav]
	Transfer from Operating	47,167	47,167	0	235,833	235,833	0		
Total Reserve Revenue		47,258	47,352	94	236,292	236,464	172	A	[fav]
Expenses									
	Comp & Elect Office Equip	0	0	0	0	9,761	9,761	B	[unfav]
	Driveways & Sidewalks	0	0	0	60,000	0	(60,000)	C	[fav]
	Entry Gates	0	0	0	20,000	0	(20,000)	C	[fav]
	Fencing and Arbors	20,000	0	(20,000)	20,000	1,683	(18,317)	C	[fav]
	Irrigation (controllers)	7,000	7,171	171	28,000	28,646	646	A	[unfav]
	Landscaping - Drainage	0	0	0	5,000	0	(5,000)	C	[fav]
	Pool/Spa Equipment	0	1,897	1,897	0	1,897	1,897	D	[unfav]
	S. Comm Bldg HVAC	0	0	0	16,677	0	(16,677)	C	[fav]
	Asphalt Paving/Seal Coat	0	0	0	130,000	37,515	(92,485)	C	[fav]
	Town Hall Heat Pumps	56,211	21,343	(34,868)	56,211	21,343	(34,868)	C	[fav]

Town Hall A/C	9,734	0	(9,734)	9,734	0	(9,734)	C	[fav]
Bank Charges	0	0	0	0	75	75	A	[unfav]
Total Reserve Expense	92,945	30,412	(62,533)	345,622	100,921	(244,701)		[fav]
Net Reserve Gain (Loss)	(45,687)	16,941	62,628	(109,330)	135,543	244,874		
May 31st Reserve Cash Balance		510,353						

Comments

- A** Not Significant
- B** Not budgeted, wireless access points WIFI, watchguard firebox, wiring, labor
- C** Timing
- D** Not budgeted, pool filter

	Combined			Year-to-Date			Comment (YTD)
	Budget	May-24 Actual	Variance	Budget	Actual	Variance	
Revenue	650,068	663,150	13,082	3,230,439	3,232,777	2,338	[fav]
Expenses	627,763	568,237	(59,526)	3,152,907	2,719,625	(433,281)	[fav]
Net Gain/(Loss)	22,305	94,913	72,608	77,533	513,152	435,619	[fav]
Loan Payment	(25,000)	0	25,000	(125,000)	0	125,000	
Net Budgeted Gain (Loss)	(2,695)	94,913	97,608	(47,467)	513,152	560,619	
May 31st Total Cash Balance		1,165,655					

Insurance Acct Receivable

	Current	30 days	60 days	90+ days	Total
April 30, 2024	0	0	0	49,490	49,490
Payments and Write-offs	0	0	0	0	0
May 31, 2024	0	0	0	49,490	49,490

Loan Payoff to Reserves

April 30, 2024	200,000
Payment from Operating	25,000
May 31, 2024	175,000

Providence Point Umbrella Association
Board of Directors Meeting
December 17, 2024

The regular monthly meeting of the Board of Directors of the Providence Point Umbrella Association was called to order at 1:30 pm in person at Collin Hall and via ZOOM on Tuesday, December 17, 2024, by President Klina Dupuy.

A quorum was present with the following directors in attendance:

Klina Dupuy, President; Mary Furer, Secretary; Emily Gallagher, Treasurer; Michele Williams; Tim Brown; Dave Miller; Irene Rice; Jean Lohn.

Absent: Bill Eades; Marlene Dunham.

Also in attendance: Lesley Millender-Irwin, General Manager.

Approval of Minutes:

Klina Dupuy moved to approve the following minutes:

- November 8, 2024, working session
- November 12, 2024, working session 1
- November 12, 2024, working session 2
- November 26, 2024, board meeting

Motion passed unanimously.

Approval of Providence Point Foundation Annual Report:

Klina Dupuy moved to approve the 2024 annual report submitted by the Providence Point Foundation. Motion passed unanimously.

Approval of Reserve Expenditures:

There are none available to be approved as November financials have not been received.

President's Announcements – Klina Dupuy:

Ms. Dupuy thanked those who regularly attend the Umbrella Board meetings for their loyal presence throughout the year.

Ms. Dupuy thanked Dave Miller for serving as interim Vice President for the Umbrella Board.

Ms. Dupuy thanked Sara Lankford for returning to the Umbrella Board as Vice President.

Ms. Dupuy highlighted that it has been a busy year for the Umbrella Board, and a report will be given at the Association Annual Meeting in January 2025.

Ms. Dupuy gave a special thanks to the staff in the Activities Office – Lorrie Palreiro, Stephanie Hart, and Noemi Banuelos – for all the work they do to keep our community's gatherings functioning so well.

Treasurer's Report – Emily Gallagher:

The November 2024 financials have not been received. A report will be made at the January 2025 meeting that will include November and December accounting. In general, through the end of October 2024 we are significantly underbudget in a number of areas, but it is anticipated that this amount will be absorbed by expenses incurred cleaning up after the bomb cyclone event in November 2024.

Motions for Approval:

- Dave Miller moved to approve the purchase of new commercial-grade chairs from Shelby Williams Furnishings for the North Community Building in the amount of \$11,475, not including tax and shipping costs, for 50 chairs, cost to be split 50/50 between the White Elephant Sale proceeds and reserve funds. Motion passed unanimously.
- Tim Brown moved to accept Dave Miller's resignation as Vice President of the Umbrella Board. Motion passed unanimously.
- Dave Miller moved to appoint Sara Lankford as Vice President of the Umbrella Board. Motion passed unanimously.
- Mary Furer moved to direct Lesley Millender-Irwin, General Manager, to put out a Request for Proposal for CPA services for tax and audit preparation for the 8 corporations at Providence Point. Motion passed unanimously.

Information Items:

- Klina Dupuy:
 - The policy review process continues. The next meeting will be December 20, 2024, at 12:30 in the South Community Building.
 - The Umbrella Board approved a one-time gift of \$500 to each of the HOAMCO employees onsite at Providence Point in recognition of each person's contribution in making 2024 a successful year in the Property Management Office through action taken by unanimous written consent on December 5, 2024.
- Lesley Millender-Irwin:
 - There will be a walkthrough demonstration of the new electronic access system at the Clubhouse on December 19, 2024. Verkada will lead the discussion with the Safety Committee members.
 - The Corporate Transparency Act part requiring Beneficial Ownership Information to be supplied by all board members is on hold. However, HOAMCO is proceeding on the assumption that this requirement could be reinstated at any time, so the effort to collect this information will continue.
 - The elevator inspections have been done. A report will come from the consultant the first of January 2025 and be shared with Umbrella Board members and Village Presidents involved in the inspection process.
 - Garden Village privacy screening by Marianwood is scheduled for installation this week.
 - The new computer workstations for the Property Management Office will be installed the first half of January 2025.
 - The new command radios need to be programmed before they can be shipped. The programming information will be sent to the vendor. Village processes need to be established for using the command radios.
 - Tye Surveyors are scheduled for the first week of January 2025 to survey the Providence Point property near Jacob's Creek.
 - The reprint of all 1,008 2025 assessment letters took about a week. Owners should be receiving these letters.
 - The mailing for the Association Annual Meeting January 22, 2025, will go out this week.

Discussion Items:

- Responses to the survey monkey regarding Providence Point amenities have been received from 412 residents by December 2, 2024, and the results tallied. A larger discussion will be held at a working session regarding the type and quality of amenities to be supported by Association funds.
- There were 29 people at a meeting regarding lessons learned about the bomb cyclone event. The Safety Committee, the Emergency Readiness Committee, the Umbrella Board, and community residents were all represented. Discussion will continue at a meeting on January 10, 2025, at 10:00 in Collin Hall.

Resident Comments:

There were no comments from meeting attendees.

Reports have been received from:

- PMO regarding the bomb cyclone event

Tim Brown moved to adjourn the meeting at 2:17 pm. Motion passed unanimously.

Submitted by Mary Furer, Secretary



PROVIDENCE POINT UMBRELLA ASSOCIATION
Issaquah, Washington

Level 3 Reserve Study Update without a Site Visit

2025 FUNDING RECOMMENDATIONS

Issued July, 2024

Prepared by:
Denise Dana, Reserve Specialist

Next Update: **Level 2** study by July 2025





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ABBREVIATION KEY

EA	each
BLDG	building(s)
FIXT	fixture(s)
LF	linear foot
LS	lump sum
SF	square feet
SQ	roofing square
SY	square yard
ZN	zone



EXECUTIVE SUMMARY

This Reserve Study meets the requirements of the Washington Condominium Act and the Washington Uniform Common Interest Owner Act for a Level 3 Reserve Study Update without a Site Visit, and was prepared by an independent Reserve Study Professional.

Providence Point Umbrella Association is a 1008-unit residential community located along Providence Point Drive SE in Issaquah, Washington. Providence Point is a Planned Unit Development (PUD) community comprised of approximately 210 attached and detached multifamily buildings on a 172-acre site. Residents have access to the Town Hall, Clubhouse, North Community Building and South Community Building. Construction of the community was completed from approximately 1985-2002.

UMBRELLA ASSOCIATION RESERVE FUND STATUS	
UMBRELLA ASSOCIATION'S FISCAL YEAR	a calendar year
PROJECTED RESERVE ACCOUNT BALANCE ON DECEMBER 31, 2024	\$488,894 ¹
FULLY FUNDED BALANCE @ FISCAL YEAR-END 2024	\$1,847,315 ²
PERCENT FUNDED BALANCE @ FISCAL YEAR-END 2024	26% ³
FUNDING STATUS - RISK OF SPECIAL ASSESSMENT @ FISCAL YEAR-END	Moderate Risk
2024 PLANNED OR IMPLEMENTED SPECIAL ASSESSMENT	\$0
COMPONENT INCLUSION THRESHOLD VALUE	\$69,018
UMBRELLA ASSOCIATION CURRENT AND RECOMMENDED RESERVE CONTRIBUTIONS	
CURRENT BUDGETED ANNUAL CONTRIBUTION TO RESERVES	\$867,100
2025 RECOMMENDED ANNUAL CONTRIBUTION RATE	\$867,100 ⁴
2025 RECOMMENDED SPECIAL ASSESSMENT	none
2025 AVERAGE CONTRIBUTION PER UNIT PER YEAR	\$860
2025 AVERAGE CONTRIBUTION PER UNIT PER MONTH	\$72
2025 BASELINE FUNDING PLAN CONTRIBUTION RATE	\$597,400
2025 FULL FUNDING PLAN CONTRIBUTION RATE	\$604,700

¹ The actual or projected total reserve fund balance presented in the Reserve Study is based on information provided by the Association representative and was not audited by RCL.

² The fully funded balance for each reserve component is calculated by multiplying the current replacement cost of that reserve component by its effective age, then dividing the result by that reserve component's useful life. The sum of all reserve components' fully funded balances is the association's fully funded balance as defined by Washington State law. The fully funded balance changes from year to year.

³ The percent fully funded acts as a measuring tool to assess an association's ability to absorb unplanned expenses. These expenses could be emergency repairs not covered by insurance, or expenses that differ from the existing Reserve Study in terms of timing or cost.

⁴ To help ensure there are appropriate funds for the anticipated expenses over the next 30 years, we recommend that the annual reserve contribution be adjusted to \$657,243 in 2030.



FULLY FUNDED BALANCE CALCULATION @ FISCAL YEAR END 2024



FULLY FUNDED BALANCE = THE SUM OF $\frac{\text{REPLACEMENT COST X EFFECTIVE AGE}}{\text{USEFUL LIFE}}$ FOR ALL RESERVE COMPONENTS

FINANCIAL OVERVIEW FOR 2025



R RESERVE CONTRIBUTION COMPARISON 2024 VS 2025



The recommended reserve contribution represents a Threshold Funding Plan to prevent special assessments over the course of the 30-year study **while maintaining a minimum reserve account balance of at least \$481,000 and the percent funded above 28%**. Washington State law requires an up-to-date Reserve Study with a current recommended reserve contribution rate.



ASSOCIATION OVERVIEW

Providence Point Umbrella Association is a 1008-unit residential community located along Providence Point Drive SE in Issaquah, Washington. Providence Point is a Planned Unit Development (PUD) community comprised of approximately 210 attached and detached multifamily buildings on a 172-acre site. Residents have access to the Town Hall, Clubhouse, North Community Building and South Community Building. Construction of the community was completed from approximately 1985-2002.

Refer to the Component List on the following page for a complete list of the Umbrella Association's common components that are included in the reserve study analysis.

Tim Boone, the Facility Manager, was identified as a representative who provided the information used to complete the reserve study analysis. A site visit was not completed with this reserve study update. Photos included in the report were taken at the last site visit.

COMMUNITY MAINTENANCE

According to Tim Boone, the Umbrella Association has a preventative maintenance manual. It was reported that the manual is regularly referenced and maintenance is completed accordingly.

PROFESSIONAL INSPECTIONS

Tim Boone reported that the Umbrella Association had a roof inspection in 2024 to review an ongoing roof issue at the Clubhouse. Findings from the inspection have been considered when setting the maintenance cycles and budgets for the reserve components included in this reserve study analysis.





COMPONENT LIST

Each reserve component is evaluated to determine the current condition, the remaining useful life, and the estimated replacement cost. Reserve studies for condominiums are required to include roofing, painting, paving, decks, siding, plumbing, windows, and any other reserve component that would cost more than one percent of the annual budget for major maintenance, repair or replacement (RCW 64.34.382). While the law defines the inclusion threshold to be 1% of the operating budget, or \$69,018 (1% of \$6,901,774), components valued less than the legal threshold may be included to better capture reserve funding for Umbrella Association. The current replacement cost represents the total component cost in today's dollar value.

The component list is based on information provided by Umbrella Association. Reserve Consultants LLC does not provide legal interpretations of governing documents. It is the responsibility of Umbrella Association to ensure that the component list is complete and complies with their governing documents. Many factors may influence the actual costs that an association will experience. The quality of replacement materials of items can significantly impact cost, as well as the timing between replacements. The use of consultants to specify and oversee work may also cause additional expenses. Remaining balances due that are shown in the spreadsheet will appear in the list, but do not impact the fully funded balance.

COMPONENT DESCRIPTION	MAINT. CYCLE	REMAINING USEFUL LIFE	NEXT MAINT. YEAR	CURRENT REPLACEMENT COST
2.3.1 Irrigation Controllers - Replace	20	0	2024	\$44,120
2.6.1 Asphalt Pavement - Repair	1	1	2025	\$180,340
2.6.2 Asphalt Pavement - Future Repair	25	33	2057	\$1,803,440
2.6.3 Tennis Court - Color Coat	8	1	2025	\$15,940
2.7.1 Perimeter Fencing - Maintenance	1	0	2024	\$46,730
2.8.1 Benches - Maintenance	5	2	2026	\$13,930
2.9.1 Lawns & Landscaping - Renovation	4	3	2027	\$116,840
2.9.2 Landscape - Drainage	5	4	2028	\$233,680
2.9.3 Putting Green - Maintenance	10	0	2024	\$0
2.9.4 Gravel Trails - Maintenance	10	7	2031	\$63,910
2.9.5 Pea Patch - Major Renovation	20	3	2027	\$80,730
2.9.6 Arbor Replacement	3	0	2024	\$35,050
3.3.1 Concrete Pavement - Maintenance	3	1	2025	\$195,920
3.4.1 Retaining Wall - Contingency	5	2	2026	\$60,280
5.4.1 Exterior Rails - Maintenance	5	4	2028	\$12,060
6.2.1 Guardhouse Building - Maintenance	10	9	2033	\$8,550
16.3.2 Radio Repeater - Maintenance	30	7	2031	\$18,000
16.5.1 Generator - Guardhouse - Replace	15	9	2033	\$7,810
16.6.1 Exterior Street Lighting - Replace	20	10	2034	\$86,450
16.8.1 Bollards - Selective Replacement	10	3	2027	\$30,870
18.1.1 Automatic Door Operators - Update	15	5	2029	\$38,230



COMPONENT LIST CONTINUED

COMPONENT DESCRIPTION	MAINT. CYCLE	REMAINING USEFUL LIFE	NEXT MAINT. YEAR	CURRENT REPLACEMENT COST
18.1.2 Security System, Guardhouse/Maintenance Shop - Update	10	7	2031	\$17,480
18.1.3 Key Track System - Install/Upgrades	20	15	2039	\$55,050
18.2.1 Gate Controls & Entry Gates - Maintenance	5	0	2024	\$18,700
18.2.2 Gate Motors - Major Maintenance	5	1	2025	\$23,160
18.2.3 Entry System, Entry Gates - Replace	15	14	2038	\$34,730
18.2.4 Loop Detectors, Entry Gates - Replace	15	9	2033	\$16,970
6.1.1 Deck Vinyl, Town Hall - Replace	20	13	2037	\$50,050
6.2.2 Building Exterior, Town Hall - Maintenance	7	3	2027	\$36,140
6.2.3 Deck Awning, Town Hall - Replace	12	6	2030	\$14,670
6.2.4 Gazebo, Town Hall - Maintenance	15	9	2033	\$7,350
7.4.1 Metal Roof, Town Hall - Replace	30	20	2044	\$96,510
7.4.2 Shingle Roof, Town Hall - Replace	25	19	2043	\$76,360
11.4.1 PMO Washer/Dryer - Replace	20	15	2039	\$2,210
11.4.2 "Our Place" Oven/Range - Replace	15	6	2030	\$9,370
11.4.3 "Our Place" Oven/Griddle - Replace	15	6	2030	\$6,610
11.4.4 "Our Place" Freezer - Replace	15	6	2030	\$5,130
11.4.5 "Our Place" Steam Table - Replace	15	6	2030	\$17,630
11.4.6 "Our Place" Refrigerator & Microwave	15	6	2030	\$22,740
11.5.1 Audio/Visual Equipment, Town Hall - Upgrades	10	1	2025	\$25,700
12.1.1 "Our Place" Tables & Chairs - Replace	15	9	2033	\$17,630
12.6.1 Basement Sheet Vinyl Flooring - Replace	20	5	2029	\$23,930
12.6.2 First Floor Flooring, Town Hall - Replace	10	5	2029	\$10,430
12.6.3 Real Estate Office Carpet - Replace	10	5	2029	\$3,700
12.6.4 Commercial Space Flooring - Replace	10	5	2029	\$8,310
12.6.5 Kitchen Floor, Town Hall - Replace	15	6	2030	\$9,540
12.6.6 Second Floor Carpet, Town Hall - Replace	10	1	2025	\$27,910
12.7.1 Office Equipment, Town Hall - Update	3	3	2027	\$7,980
12.8.1 Interior Walls, Town Hall - Paint	10	3	2027	\$14,250
12.9.1 Basement Kitchenette, Town Hall - Refurbish	20	6	2030	\$14,670
12.9.2 "Our Place" - Town Hall - Refurbish	15	9	2033	\$35,640



COMPONENT LIST CONTINUED

COMPONENT DESCRIPTION	MAINT. CYCLE	REMAINING USEFUL LIFE	NEXT MAINT. YEAR	CURRENT REPLACEMENT COST
14.1.1 Elevator/Controls, Town Hall - Full Modification	30	27	2051	\$183,730
14.1.2 Elevator Cab - Refurbish	15	3	2027	\$23,370
15.5.1 Cooling Tower, Town Hall - Replace	25	9	2033	\$58,710
15.5.2 Cooling Tower Pump, Town Hall - Maint.	5	1	2025	\$6,170
15.5.3 Heat Pumps, Town Hall - Replace	5	0	2024	\$52,570
15.5.4 Boiler, Town Hall - Town Hall	10	6	2030	\$9,030
15.5.5 Mitsubishi A/C, Town Hall - Contingency	15	1	2025	\$16,030
15.5.6 Sanyo A/C, Town Hall - Contingency	15	0	2024	\$9,100
15.5.7 Elevator Equipment Room HVAC - Repair/Replace	15	12	2036	\$17,100
16.3.1 Electrical System - Contingency	25	8	2032	\$35,050
17.8.1 Fire Protection System - Upgrade/Replace	20	18	2042	\$16,710
6.2.5 Building Exterior, Clubhouse - Maintenance	10	6	2030	\$25,770
7.4.4 Roof, Clubhouse - Replace	25	10	2034	\$54,820
11.2.1 Exercise Equipment, Clubhouse - Replace	10	3	2027	\$12,990
12.1.2 Kitchen, Clubhouse - Refurbish	20	10	2034	\$26,010
12.1.3 Bathrms/Locker Rms, Clubhouse - Remodel	20	15	2039	\$98,160
12.1.4 Outdoor Kitchen, Clubhouse - Refurbish	10	9	2033	\$23,370
12.6.7 Flooring, Clubhouse - Replace	15	10	2034	\$25,380
12.8.2 Interiors, Clubhouse - Paint	15	10	2034	\$18,410
12.8.3 Furnishings, Clubhouse - Refurbish	10	6	2030	\$21,450
13.1.1 Pool Access Chair - Replace	12	11	2035	\$8,040
13.2.1 Pool Surface - Plaster & Repair Coping	15	3	2027	\$44,200
13.2.2 Spa Surface - Plaster & Repair Coping	10	8	2032	\$12,990
13.3.1 Pool Purification System - Contingency	20	8	2032	\$91,900
13.3.2 Pool Pump - Replace	3	1	2025	\$8,810
13.3.3 Spa Pump - Replace	4	3	2027	\$6,020
13.3.4 Pool & Spa Equipment - Replace	10	6	2030	\$14,020
13.3.5 Pool Boiler - Replace	10	5	2029	\$10,400
13.3.6 Spa Boiler - Replace	7	6	2030	\$6,120
15.5.8 HVAC, Clubhouse Pool Room - Contingency	18	6	2030	\$227,520



Component List Continued

COMPONENT DESCRIPTION	MAINT. CYCLE	REMAINING USEFUL LIFE	NEXT MAINT. YEAR	CURRENT REPLACEMENT COST
15.5.9 HVAC, Clubhouse Main Building - Contingency	15	10	2034	\$36,810
16.5.2 Generator - Clubhouse - Replace	15	0	2024	\$0
16.6.2 Parking Lot Lighting - Clubhouse - Replace	15	9	2033	\$3,900
6.2.6 Building Exterior, N. Community - Maintenance	10	3	2027	\$14,250
7.4.6 Roof, N. Community Building - Replace	25	8	2032	\$24,250
12.1.5 Interiors, North Community Building - Refurbish	10	1	2025	\$15,600
15.5.10 HVAC, N. Community Bldg. - Replace	15	1	2025	\$12,990
16.5.3 Generator - North Comm. Bldg - Replace	15	9	2033	\$7,810
16.6.3 Parking Lot Lighting - N. Comm. Bldg - Replace	15	9	2033	\$3,900
6.2.7 Building Exterior, S. Community - Maintenance	10	7	2031	\$12,120
7.4.7 Roof, S. Community Building - Replace	25	5	2029	\$25,860
11.4.7 Dishwasher, S. Community Bldg. - Replace	15	8	2032	\$6,390
12.1.6 Interiors, South Community Building - Refurbish	10	1	2025	\$15,600
15.5.11 HVAC, S. Community Bldg. - Contingency	15	0	2024	\$16,700
16.5.4 Generator - South Comm. Bldg - Replace	15	10	2034	\$12,260
2.7.2 Maintenance Shop Fence - Repair/Replace	40	36	2060	\$23,220
6.2.8 Maintenance Shop Structures - Maintenance	35	10	2034	\$50,530
6.2.9 Exterior Siding & Trim, Bus Barn - Paint	10	6	2030	\$3,710
6.2.10 Siding & Trim, Bus Barn - Major Maint	40	36	2060	\$12,470
6.2.11 Garage Doors, Bus Barn - Replace	20	1	2025	\$2,930
7.4.8 Roof, Bus Barn - Replace	30	24	2048	\$10,400
11.1.1 Vehicles, 24-Seat Bus - Replace	10	1	2025	\$173,660
11.1.2 Vehicles, Ford Escape - Replace	10	6	2030	\$32,770
11.1.3 Vehicles, Ford Ranger - Replace	10	1	2025	\$46,820
11.1.4 Vehicles, Ford F-250 - Replace	10	5	2029	\$70,760
11.1.5 Snow Plow - Replace	10	5	2029	\$12,870
11.1.6 Vehicles, Transit Van - Replace	10	3	2027	\$40,200
11.1.7 Vehicles, Transit Van - Replace	10	1	2025	\$40,200
11.1.8 Vehicles, Ford F-150 - Replace	10	4	2028	\$36,980
11.1.9 Vehicles, E-2500 Cargo Van - Replace	10	2	2026	\$41,800



Component List Continued

COMPONENT DESCRIPTION	MAINT. CYCLE	REMAINING USEFUL LIFE	NEXT MAINT. YEAR	CURRENT REPLACEMENT COST
11.1.10 Vehicles, E-2500 Cargo Van - Replace	10	2	2026	\$41,800
2.6.2 Backflow Preventor - Maintenance	3	0	2024	\$86,690



COMPONENTS EXCLUDED FROM THIS STUDY

Unless specifically noted, the components included within this study have an anticipated remaining useful life within 30 years from the time the field observations used in preparing the study was performed. Components that individual unit owners are responsible to maintain, repair, and/or replace are not included in the study or funding projections. We recommend that common interest properties establish a clear definition of these components, as well as policies and processes regarding maintenance of these "owner responsibility" items.

OPERATING BUDGET

The following components may qualify for inclusion in the Reserve Study, but are excluded because the Association elects to maintain them with funds from the operating budget:

- Clubhouse roof repairs
- Town Hall roof repairs
- North Community Building roof repairs
- South Community Building roof repairs
- Maintenance Shop Canopy
- bioswale
- perimeter fence privacy slats
- pea patch maintenance
- tree removal
- site lighting globes
- reserve study updates
- PMO restroom
- PMO kitchen
- Clubhouse doors & hardware
- common area plumbing & electrical

UNIT OWNER RESPONSIBILITY

There are items that individual unit owners are responsible to maintain and pay for, including, but not limited to:

- components maintained by the Villages
- damage by residents or their pets

ADJUSTMENTS TO COMPONENT RESERVE RECOMMENDATIONS

This reserve study provides updated information on the components from prior reserve studies. All cost estimates were adjusted to reflect the actual inflation rate for construction work in Washington State, and costs actually experienced by Umbrella Association or others in the area. To complete the report, we were provided with a record of recent expenditures on reserve components.

We use those figures, where applicable, for updating component cost projections, applying an appropriate inflation factor. Where updated figures from actual work performed are not available, cost projections from the previous reserve study are updated for inflation and rounded to the nearest \$10, using the RS Means 2023 to 2024 inflation figure of 2.7% for construction work.



SIX YEARS AT A GLANCE (2024 - 2029)

Below is a comprehensive list of reserve funded expenses that are expected to occur this fiscal year and the following five years at Umbrella Association.

2024 (YEAR 0) COMPLETED / ANTICIPATED MAINTENANCE	ESTIMATED COST
U 2.3.1 Irrigation Controllers - Replace	\$44,120
U 2.6.1 Asphalt Pavement - Repair	\$150,000
U 2.7.1 Perimeter Fencing - Maintenance	\$46,730
U 2.9.2 Landscape - Drainage	\$5,000
U 2.9.6 Arbor Replacement	\$10,000
U 16.3.2 Radio Repeater - Maintenance	\$8,742
U 18.2.1 Gate Controls & Entry Gates - Maintenance	\$18,700
TH 15.5.3 Heat Pumps, Town Hall - Replace	\$34,868
TH 15.5.6 Sanyo A/C, Town Hall - Contingency	\$9,100
CH 13.3.4 Pool & Spa Equipment - Replace	\$8,103
SC 15.5.11 HVAC, S. Community Bldg. - Contingency	\$16,700
U 2.6.2 Backflow Preventor - Maintenance	\$86,690
Total Estimated Expenses for 2024	\$438,753

2025 (YEAR 1) ANTICIPATED MAINTENANCE	ESTIMATED COST
U 2.6.1 Asphalt Pavement - Repair	\$185,750
U 2.6.3 Tennis Court - Color Coat	\$16,418
U 2.7.1 Perimeter Fencing - Maintenance	\$48,132
U 3.3.1 Concrete Pavement - Maintenance	\$201,798
U 18.2.2 Gate Motors - Major Maintenance	\$23,855
TH 11.5.1 Audio/Visual Equipment, Town Hall - Upgrades	\$26,471
TH 12.6.6 Second Floor Carpet, Town Hall - Replace	\$28,747
TH 15.5.2 Cooling Tower Pump, Town Hall - Maint.	\$6,355
TH 15.5.5 Mitsubishi A/C, Town Hall - Contingency	\$16,511
CH 13.3.2 Pool Pump - Replace	\$9,074
NC 12.1.5 Interiors, North Community Building - Refurbish	\$16,068
NC 15.5.10 HVAC, N. Community Bldg. - Replace	\$13,380
SC 12.1.6 Interiors, South Community Building - Refurbish	\$16,068
M 6.2.11 Garage Doors, Bus Barn - Replace	\$3,018
M 11.1.1 Vehicles, 24-Seat Bus - Replace	\$178,870
M 11.1.3 Vehicles, Ford Ranger - Replace	\$48,225
M 11.1.7 Vehicles, Transit Van - Replace	\$41,406
Total Estimated Expenses for 2025	\$880,146



2026 (YEAR 2) ANTICIPATED MAINTENANCE	ESTIMATED COST
U 2.6.1 Asphalt Pavement - Repair	\$192,251
U 2.8.1 Benches - Maintenance	\$14,850
U 3.4.1 Retaining Wall - Contingency	\$64,261
M 11.1.9 Vehicles, E-2500 Cargo Van - Replace	\$44,561
M 11.1.10 Vehicles, E-2500 Cargo Van - Replace	\$44,561
Total Estimated Expenses for 2026	\$360,484

2027 (YEAR 3) ANTICIPATED MAINTENANCE	ESTIMATED COST
U 2.6.1 Asphalt Pavement - Repair	\$198,980
U 2.9.1 Lawns & Landscaping - Renovation	\$128,917
U 2.9.5 Pen Patch - Major Renovation	\$89,074
U 2.9.6 Arbor Replacement	\$38,673
U 16.8.1 Bollards - Selective Replacement	\$34,061
TH 6.2.2 Building Exterior, Town Hall - Maintenance	\$39,875
TH 12.7.1 Office Equipment, Town Hall - Update	\$8,805
TH 12.8.1 Interior Walls, Town Hall - Paint	\$15,723
TH 14.1.2 Elevator Cab - Refurbish	\$25,786
CH 11.2.1 Exercise Equipment, Clubhouse - Replace	\$14,333
CH 13.2.1 Pool Surface - Plaster & Repair Coping	\$48,769
CH 13.3.3 Spa Pump - Replace	\$6,642
NC 6.2.6 Building Exterior, N. Community - Maintenance	\$15,723
M 11.1.6 Vehicles, Transit Van - Replace	\$44,355
U 2.6.2 Backflow Preventor - Maintenance	\$95,650
Total Estimated Expenses for 2027	\$805,366

2028 (YEAR 4) ANTICIPATED MAINTENANCE	ESTIMATED COST
U 2.6.1 Asphalt Pavement - Repair	\$205,945
U 2.9.2 Landscape - Drainage	\$266,858
U 3.3.1 Concrete Pavement - Maintenance	\$223,737
U 5.4.1 Exterior Rails - Maintenance	\$13,772
CH 13.3.2 Pool Pump - Replace	\$10,061
M 11.1.8 Vehicles, Ford F-150 - Replace	\$42,230
Total Estimated Expenses for 2028	\$762,603



2029 (YEAR 5) ANTICIPATED MAINTENANCE	ESTIMATED COST
U 2.6.1 Asphalt Pavement - Repair	\$213,153
U 18.1.1 Automatic Door Operators - Update	\$45,186
U 18.2.1 Gate Controls & Entry Gates - Maintenance	\$22,102
TH 12.6.1 Basement Sheet Vinyl Flooring - Replace	\$28,284
TH 12.6.2 First Floor Flooring, Town Hall - Replace	\$12,328
TH 12.6.3 Real Estate Office Carpet - Replace	\$4,373
TH 12.6.4 Commercial Space Flooring - Replace	\$9,822
TH 15.5.3 Heat Pumps, Town Hall - Replace	\$62,135
CH 13.3.5 Pool Boiler - Replace	\$12,292
SC 7.4.7 Roof, S. Community Building - Replace	\$30,565
M 11.1.4 Vehicles, Ford F-250 - Replace	\$83,635
M 11.1.5 Snow Plow - Replace	\$15,212
Total Estimated Expenses for 2029	\$539,087



PROJECTED RESERVE ACCOUNT BALANCE

FOR EACH FUNDING PLAN OVER NEXT 5 YEARS

\$867,100 RECOMMENDED (THRESHOLD) FUNDING PLAN

YEAR	ANNUAL RESERVE CONTRIBUTION	SPECIAL ASSESSMENT	YEAR END RESERVE BALANCE	PERCENT FUNDED	SPECIAL ASSESSMENT RISK LEVEL
1 (2025)	\$867,100	\$0	\$480,672	28%	Moderate Risk
2 (2026)	\$897,449	\$0	\$1,036,365	51%	Moderate Risk
3 (2027)	\$928,859	\$0	\$1,187,311	60%	Moderate Risk
4 (2028)	\$961,369	\$0	\$1,418,245	71%	Low Risk
5 (2029)	\$995,017	\$0	\$1,915,330	86%	Low Risk

\$867,100 CURRENT FUNDING PLAN

YEAR	ANNUAL RESERVE CONTRIBUTION	SPECIAL ASSESSMENT	YEAR END RESERVE BALANCE	PERCENT FUNDED	SPECIAL ASSESSMENT RISK LEVEL
1 (2025)	\$867,100	\$0	\$480,673	28%	Moderate Risk
2 (2026)	\$897,449	\$0	\$1,036,365	51%	Moderate Risk
3 (2027)	\$928,859	\$0	\$1,187,311	60%	Moderate Risk
4 (2028)	\$961,369	\$0	\$1,418,245	71%	Low Risk
5 (2029)	\$995,017	\$0	\$1,915,331	86%	Low Risk

\$597,400 BASELINE FUNDING PLAN

YEAR	ANNUAL RESERVE CONTRIBUTION	SPECIAL ASSESSMENT	YEAR END RESERVE BALANCE	PERCENT FUNDED	SPECIAL ASSESSMENT RISK LEVEL
1 (2025)	\$597,400	\$0	\$209,624	12%	Highest Risk
2 (2026)	\$618,309	\$0	\$475,912	23%	Highest Risk
3 (2027)	\$639,950	\$0	\$320,326	16%	Highest Risk
4 (2028)	\$662,348	\$0	\$226,826	11%	Highest Risk
5 (2029)	\$685,530	\$0	\$380,771	17%	Highest Risk

\$604,700 FULL FUNDING PLAN

YEAR	ANNUAL RESERVE CONTRIBUTION	SPECIAL ASSESSMENT	YEAR END RESERVE BALANCE	PERCENT FUNDED	SPECIAL ASSESSMENT RISK LEVEL
1 (2025)	\$604,700	\$0	\$216,961	13%	Highest Risk
2 (2026)	\$625,865	\$0	\$491,081	24%	Highest Risk
3 (2027)	\$647,770	\$0	\$343,792	17%	Highest Risk
4 (2028)	\$670,442	\$0	\$259,075	13%	Highest Risk
5 (2029)	\$693,907	\$0	\$422,307	19%	Highest Risk

PERCENT FUNDED

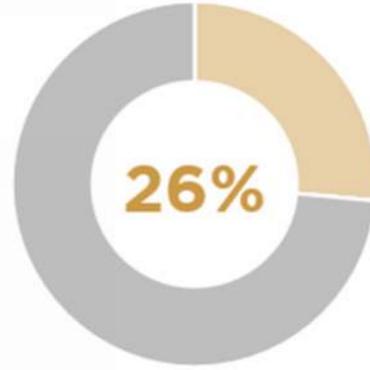
The "percent funded" is a measure of how much the Association should have saved in their reserve account compared to the projected cost for all the components the Association is responsible for and relates to the level of deterioration compared to the cost to repair or replace the component.

We typically recommend a contribution rate to meet a minimum reserve account balance (threshold) goal instead of a 100% funded rate.

We usually recommend that an association consider a threshold equal to the recommended annual reserve contribution because this is the average maintenance expense over the thirty years. However, each association must judge their unique risk tolerance.

The Fully Funded Balance for Umbrella Association is \$1,847,315 . The actual current funding is \$488,894 . The Association is approximately 26% funded.

This means that based on a straight-line savings for each reserve component, the Association saved 26% of the accumulated depreciation of the reserve components.



At 26% percent funded, Umbrella Association is considered to be at **Moderate Risk for a special assessment.**

EXAMPLE OF PERCENT FUNDED FOR ROOF REPLACEMENT

SCENARIO	ANALYSIS
<p>For a deck membrane that lasts 10 years and costs \$100,000 to replace:</p> <ul style="list-style-type: none"> • Save \$10,000 each year, for 10 years • Year 2, the membrane has deteriorated 20%. <ul style="list-style-type: none"> ○ If you have \$20,000 saved it is fully funded. ○ If you have \$10,000 saved it is 50% funded. • Year 8, the membrane has deteriorated 80%. <ul style="list-style-type: none"> ○ If you have \$80,000 saved it is fully funded. ○ If you have \$20,000 saved it is 25% funded. If you have \$10,000 saved it is 13% funded. 	<ul style="list-style-type: none"> A. In effect, the percent funded is a measure of how well an association can withstand the risk of unexpected expenses. Such unexpected expenses include: emergency expenses not covered by insurance, expenses that are higher than predicted, and expenses that are required earlier than anticipated. B. A higher percent funded means more money is in the bank which lowers the risk of special assessment if something unexpected occurs. A poorly funded Association has less cash on hand, therefore much higher risk of special assessment for unplanned expenses. C. By analyzing deterioration cycles and cash flow needs, we determine how much money should be steadily contributed, over a 30 year period, to fund the repair and replacement needs of the components included in the study. Budgeting to maintain a minimum balance, or threshold, helps to ensure that a special assessment will not be required if an unexpected expense arises.



DEFICIT OR SURPLUS IN RESERVE FUNDING

RCW 64.90.550 §2(l) requires that the reserve study include the amount of any current deficit or surplus in reserve funding expressed on a dollars per unit basis. This is calculated by subtracting the community's reserve account balance as of the date of the study from the fully funded balance, and then multiplying the result by the fraction or percentage of the common expenses of the community allocable to each unit.

The fully funded balance calculates how much money should be saved for future maintenance based on the age of each component and the cost for future maintenance. In other words, the fully funded balance assumes that money will be saved every year for the next maintenance of a component to ensure special assessments are not required to fund future maintenance. The intent of RCW 64.90.550 §2 (l) is to show each unit's "share" of the surplus or deficit in reserve funding.

If the reserve account balance is:

- **equal to** the fully funded balance, Umbrella Association would be considered as 100% fully funded. There would be neither a surplus nor deficit.
- **less than** the fully funded balance, there is a deficit meaning Umbrella Association would be thought behind on saving for future maintenance.
- **more than** the fully funded balance, there is a surplus meaning Umbrella Association would be deemed ahead on saving for future maintenance.

The Recommended Funding Plan is based on Threshold Funding, a reserve contribution rate that is constant (increasing annually with inflation) to provide funds for all anticipated reserve expenses for the life of the study but leaving a minimum level of reserves (the "threshold") at all times. The threshold provides a monetary cushion in the reserve account to help ensure that a special assessment is not required for the duration of the study, even in years when there are significant withdrawals from the reserve account. Primary consideration is given to cash needed to cover expenses and the threshold; the percent funded is typically targeted to be 80%.

SUMMARY	
PROJECTED RESERVE ACCOUNT BALANCE AS OF DECEMBER 31, 2024	\$488,894
CURRENT FULLY FUNDED BALANCE	\$1,847,315
RESERVE FUND (DEFICIT)	(\$1,358,421)
NUMBER OF UNITS	1008
AVERAGE (DEFICIT) PER UNIT	(\$1,348)



RESERVE FUND (DEFICIT) PER UNIT

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Center-1-1001	0.0770%	(\$1,046)
Center-1-1002	0.0647%	(\$878)
Center-1-1003	0.0770%	(\$1,046)
Center-1-2001	0.0770%	(\$1,046)
Center-1-2002	0.0647%	(\$878)
Center-1-2003	0.0770%	(\$1,046)
Center-2-1004	0.0647%	(\$878)
Center-2-1005	0.0647%	(\$878)
Center-2-1006	0.0647%	(\$878)
Center-2-1007	0.0770%	(\$1,046)
Center-2-1008	0.0647%	(\$878)
Center-2-1009	0.0516%	(\$701)
Center-2-1010	0.0516%	(\$701)
Center-2-1011	0.0770%	(\$1,046)
Center-2-2004	0.0647%	(\$878)
Center-2-2005	0.0647%	(\$878)
Center-2-2006	0.0647%	(\$878)
Center-2-2007	0.0770%	(\$1,046)
Center-2-2008	0.0647%	(\$878)
Center-2-2009	0.0516%	(\$701)
Center-2-2010	0.0516%	(\$701)
Center-2-2011	0.0770%	(\$1,046)
Center-3-1012	0.0770%	(\$1,046)
Center-3-1013	0.0647%	(\$878)
Center-3-1014	0.1039%	(\$1,412)
Center-3-2012	0.0875%	(\$1,188)
Center-3-2013	0.0770%	(\$1,046)
Center-3-2014	0.0647%	(\$878)
Center-3-2015	0.1039%	(\$1,412)
Center-4-1015	0.0875%	(\$1,188)
Center-4-1016	0.0516%	(\$701)
Center-4-1017	0.0770%	(\$1,046)
Center-4-2016	0.0875%	(\$1,188)
Center-4-2017	0.0516%	(\$701)
Center-4-2018	0.0770%	(\$1,046)
Center-5-1018	0.0875%	(\$1,188)
Center-5-1019	0.1039%	(\$1,412)
Center-5-2019	0.0875%	(\$1,188)
Center-5-2020	0.1039%	(\$1,412)
Center-6-1020	0.1166%	(\$1,584)
Center-6-1021	0.0875%	(\$1,188)
Center-6-2021	0.1166%	(\$1,584)
Center-6-2022	0.0875%	(\$1,188)
Center-7-1022	0.0770%	(\$1,046)
Center-7-1023	0.0770%	(\$1,046)
COLUMN TOTAL	3.42%	(\$46,525)

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Center-7-1024	0.1039%	(\$1,412)
Center-7-2023	0.0875%	(\$1,188)
Center-7-2024	0.0770%	(\$1,046)
Center-7-2025	0.0770%	(\$1,046)
Center-7-2026	0.1039%	(\$1,412)
Center-8-1025	0.1166%	(\$1,584)
Center-8-1026	0.0875%	(\$1,188)
Center-8-2027	0.1166%	(\$1,584)
Center-8-2028	0.0875%	(\$1,188)
Center-12-1051	0.1039%	(\$1,412)
Center-12-1052	0.0647%	(\$878)
Center-12-1053	0.0770%	(\$1,046)
Center-12-2061	0.1039%	(\$1,412)
Center-12-2062	0.0647%	(\$878)
Center-12-2063	0.0770%	(\$1,046)
Center-12-2064	0.0875%	(\$1,188)
Center-13-1048	0.1039%	(\$1,412)
Center-13-1049	0.0647%	(\$878)
Center-13-1050	0.0770%	(\$1,046)
Center-13-2057	0.1039%	(\$1,412)
Center-13-2058	0.0647%	(\$878)
Center-13-2059	0.0770%	(\$1,046)
Center-13-2060	0.0875%	(\$1,188)
Center-14-1045	0.1039%	(\$1,412)
Center-14-1046	0.0647%	(\$878)
Center-14-1047	0.0718%	(\$975)
Center-14-2053	0.1039%	(\$1,412)
Center-14-2054	0.0647%	(\$878)
Center-14-2055	0.0718%	(\$975)
Center-14-2056	0.0875%	(\$1,188)
Center-15-1042	0.1166%	(\$1,584)
Center-15-1043	0.0800%	(\$1,087)
Center-15-1044	0.0718%	(\$975)
Center-15-2049	0.1166%	(\$1,584)
Center-15-2050	0.0800%	(\$1,087)
Center-15-2051	0.0718%	(\$975)
Center-15-2052	0.0875%	(\$1,188)
Center-16-1039	0.1166%	(\$1,584)
Center-16-1040	0.0800%	(\$1,087)
Center-16-1041	0.0770%	(\$1,046)
Center-16-2045	0.1166%	(\$1,584)
Center-16-2046	0.0800%	(\$1,087)
Center-16-2047	0.0770%	(\$1,046)
Center-16-2048	0.0875%	(\$1,188)
Center-17-1036	0.0770%	(\$1,046)
COLUMN TOTAL	3.92%	(\$53,238)

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Center-17-1037	0.0647%	(\$878)
Center-17-1038	0.1039%	(\$1,412)
Center-17-2041	0.0875%	(\$1,188)
Center-17-2042	0.0770%	(\$1,046)
Center-17-2043	0.0647%	(\$878)
Center-17-2044	0.1039%	(\$1,412)
Center-18-1033	0.1166%	(\$1,584)
Center-18-1034	0.0770%	(\$1,046)
Center-18-1035	0.0770%	(\$1,046)
Center-18-2037	0.1166%	(\$1,584)
Center-18-2038	0.0770%	(\$1,046)
Center-18-2039	0.0770%	(\$1,046)
Center-18-2040	0.0875%	(\$1,188)
Center-19-1030	0.1166%	(\$1,584)
Center-19-1031	0.0800%	(\$1,087)
Center-19-1032	0.0770%	(\$1,046)
Center-19-2033	0.1166%	(\$1,584)
Center-19-2034	0.0800%	(\$1,087)
Center-19-2035	0.0770%	(\$1,046)
Center-19-2036	0.0875%	(\$1,188)
Center-20-1027	0.1166%	(\$1,584)
Center-20-1028	0.0800%	(\$1,087)
Center-20-1029	0.0770%	(\$1,046)
Center-20-2029	0.1166%	(\$1,584)
Center-20-2030	0.0800%	(\$1,087)
Center-20-2031	0.0770%	(\$1,046)
Center-20-2032	0.0875%	(\$1,188)
Center-21-1054	0.1039%	(\$1,412)
Center-21-1055	0.0647%	(\$878)
Center-21-1056	0.0770%	(\$1,046)
Center-21-2065	0.1039%	(\$1,412)
Center-21-2066	0.0647%	(\$878)
Center-21-2067	0.0770%	(\$1,046)
Center-21-2068	0.0875%	(\$1,188)
Center-22-1057	0.0770%	(\$1,046)
Center-22-1058	0.0800%	(\$1,087)
Center-22-1059	0.1039%	(\$1,412)
Center-22-2069	0.0875%	(\$1,188)
Center-22-2070	0.0770%	(\$1,046)
Center-22-2071	0.0800%	(\$1,087)
Center-22-2072	0.1039%	(\$1,412)
Center-23-1060	0.1166%	(\$1,584)
Center-23-1061	0.0875%	(\$1,188)
Center-23-2073	0.1166%	(\$1,584)
Center-23-2074	0.0875%	(\$1,188)
COLUMN TOTAL	4.00%	(\$54,284)



RESERVE FUNDING (DEFICIT) PER UNIT CONTINUED

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Center-24-1062	0.1166%	(\$1,584)	Center-32-2099	0.1421%	(\$1,930)	Center-126-2552	0.1342%	(\$1,823)
Center-24-1063	0.0875%	(\$1,188)	Center-33-1085	0.0598%	(\$812)	Forest-113-1601	0.1154%	(\$1,567)
Center-24-2075	0.1166%	(\$1,584)	Center-33-1086	0.0598%	(\$812)	Forest-113-1602	0.0903%	(\$1,227)
Center-24-2076	0.0875%	(\$1,188)	Center-33-1087	0.0598%	(\$812)	Forest-113-1603	0.0903%	(\$1,227)
Center-25-1064	0.0770%	(\$1,046)	Center-33-1088	0.0598%	(\$812)	Forest-113-2601	0.1178%	(\$1,600)
Center-25-1065	0.0800%	(\$1,087)	Center-33-2100	0.1421%	(\$1,930)	Forest-113-2602	0.0903%	(\$1,227)
Center-25-1066	0.1039%	(\$1,412)	Center-33-2101	0.1421%	(\$1,930)	Forest-113-2603	0.0903%	(\$1,227)
Center-25-2077	0.0875%	(\$1,188)	Center-33-2102	0.1421%	(\$1,930)	Forest-113-2604	0.0925%	(\$1,256)
Center-25-2078	0.0770%	(\$1,046)	Center-33-2103	0.1421%	(\$1,930)	Forest-114-1604	0.0903%	(\$1,227)
Center-25-2079	0.0800%	(\$1,087)	Center-34-1089	0.0710%	(\$965)	Forest-114-1605	0.0903%	(\$1,227)
Center-25-2080	0.1039%	(\$1,412)	Center-34-1090	0.0710%	(\$965)	Forest-114-1606	0.1178%	(\$1,600)
Center-26-1067	0.0875%	(\$1,188)	Center-34-2104	0.1234%	(\$1,676)	Forest-114-2605	0.0925%	(\$1,256)
Center-26-1068	0.1166%	(\$1,584)	Center-34-2105	0.1234%	(\$1,676)	Forest-114-2606	0.0903%	(\$1,227)
Center-26-2081	0.0875%	(\$1,188)	Center-35-1091	0.0710%	(\$965)	Forest-114-2607	0.0903%	(\$1,227)
Center-26-2082	0.1166%	(\$1,584)	Center-35-1092	0.0770%	(\$1,046)	Forest-114-2608	0.1178%	(\$1,600)
Center-27-1069	0.1166%	(\$1,584)	Center-35-2106	0.1234%	(\$1,676)	Forest-115-1607	0.0628%	(\$853)
Center-27-1070	0.0800%	(\$1,087)	Center-35-2107	0.1234%	(\$1,676)	Forest-115-1608	0.0628%	(\$853)
Center-27-1071	0.0770%	(\$1,046)	Center-36-1093	0.1166%	(\$1,584)	Forest-115-2609	0.1587%	(\$2,155)
Center-27-2083	0.1166%	(\$1,584)	Center-36-1094	0.0800%	(\$1,087)	Forest-115-2610	0.1587%	(\$2,155)
Center-27-2084	0.0800%	(\$1,087)	Center-36-1095	0.0718%	(\$975)	Forest-116-1609	0.0628%	(\$853)
Center-27-2085	0.0770%	(\$1,046)	Center-36-2108	0.1166%	(\$1,584)	Forest-116-1610	0.0628%	(\$853)
Center-27-2086	0.0875%	(\$1,188)	Center-36-2109	0.0800%	(\$1,087)	Forest-116-2611	0.1614%	(\$2,193)
Center-28-1072	0.1039%	(\$1,412)	Center-36-2110	0.0718%	(\$975)	Forest-116-2612	0.1614%	(\$2,193)
Center-28-1073	0.1166%	(\$1,584)	Center-36-2111	0.0875%	(\$1,188)	Forest-117-1611	0.1683%	(\$2,286)
Center-28-2087	0.1039%	(\$1,412)	Center-37-1096	0.1376%	(\$1,869)	Forest-117-1612	0.1994%	(\$2,709)
Center-28-2088	0.1166%	(\$1,584)	Center-37-1097	0.1039%	(\$1,412)	Forest-118-1613	0.1683%	(\$2,286)
Center-29-1074	0.0598%	(\$812)	Center-37-2112	0.1376%	(\$1,869)	Forest-118-1614	0.1994%	(\$2,709)
Center-29-1075	0.0598%	(\$812)	Center-37-2113	0.1039%	(\$1,412)	Forest-119-1615	0.1683%	(\$2,286)
Center-29-2089	0.1421%	(\$1,930)	Center-38-1098	0.1039%	(\$1,412)	Forest-119-1616	0.1994%	(\$2,709)
Center-29-2090	0.1421%	(\$1,930)	Center-38-1099	0.0770%	(\$1,046)	Forest-120-1617	0.1923%	(\$2,612)
Center-30-1076	0.1166%	(\$1,584)	Center-38-1100	0.0770%	(\$1,046)	Forest-120-1618	0.1994%	(\$2,709)
Center-30-1077	0.1039%	(\$1,412)	Center-38-2114	0.1039%	(\$1,412)	Forest-121-1619	0.1056%	(\$1,435)
Center-30-2091	0.1166%	(\$1,584)	Center-38-2115	0.0770%	(\$1,046)	Forest-121-1620	0.1071%	(\$1,454)
Center-30-2092	0.1039%	(\$1,412)	Center-38-2116	0.0770%	(\$1,046)	Forest-121-2613	0.1735%	(\$2,356)
Center-31-1078	0.1039%	(\$1,412)	Center-38-2117	0.0875%	(\$1,188)	Forest-121-2614	0.1504%	(\$2,043)
Center-31-1080	0.1376%	(\$1,869)	Center-39-1101	0.0770%	(\$1,046)	Forest-122-1621	0.0628%	(\$853)
Center-31-2093	0.1039%	(\$1,412)	Center-39-1102	0.0770%	(\$1,046)	Forest-122-1622	0.0628%	(\$853)
Center-31-2095	0.1376%	(\$1,869)	Center-39-1103	0.1039%	(\$1,412)	Forest-122-2615	0.1614%	(\$2,193)
Center-32-1081	0.0598%	(\$812)	Center-39-2118	0.0875%	(\$1,188)	Forest-122-2616	0.1614%	(\$2,193)
Center-32-1082	0.0598%	(\$812)	Center-39-2119	0.0770%	(\$1,046)	Forest-123-1623	0.1056%	(\$1,435)
Center-32-1083	0.0598%	(\$812)	Center-39-2120	0.0770%	(\$1,046)	Forest-123-1624	0.1052%	(\$1,429)
Center-32-1084	0.0598%	(\$812)	Center-39-2250	0.1039%	(\$1,412)	Forest-123-2617	0.1741%	(\$2,364)
Center-32-2096	0.1421%	(\$1,930)	Center-126-1561	0.1065%	(\$1,447)	Forest-123-2618	0.1524%	(\$2,071)
Center-32-2097	0.1421%	(\$1,930)	Center-126-1562	0.1069%	(\$1,452)	Forest-190-1625	0.1541%	(\$2,093)
Center-32-2098	0.1421%	(\$1,930)	Center-126-2551	0.1715%	(\$2,330)	Forest-190-2619	0.1564%	(\$2,125)
COLUMN TOTAL	4.49%	(\$61,058)	COLUMN TOTAL	4.43%	(\$60,204)	COLUMN TOTAL	5.73%	(\$77,825)



RESERVE FUNDING (DEFICIT) PER UNIT CONTINUED

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Forest-191-1626	0.1541%	(\$2,093)	Forest-195-201	0.1277%	(\$1,735)	Forest-203-2643	0.1592%	(\$2,163)
Forest-191-1627	0.1541%	(\$2,093)	Forest-195-202	0.1277%	(\$1,735)	Forest-204-1650	0.1773%	(\$2,409)
Forest-191-2620	0.1564%	(\$2,125)	Forest-195-203	0.1057%	(\$1,436)	Forest-204-1651	0.2025%	(\$2,751)
Forest-191-2621	0.1564%	(\$2,125)	Forest-195-204	0.0867%	(\$1,178)	Forest-205-1671	0.1592%	(\$2,163)
Forest-192-1628	0.1541%	(\$2,093)	Forest-195-205	0.1024%	(\$1,390)	Forest-205-2664	0.1592%	(\$2,163)
Forest-192-1629	0.1541%	(\$2,093)	Forest-195-206	0.1041%	(\$1,414)	Forest-206-101	0.1125%	(\$1,528)
Forest-192-2622	0.1592%	(\$2,163)	Forest-195-207	0.0886%	(\$1,203)	Forest-206-102	0.0904%	(\$1,228)
Forest-192-2623	0.1592%	(\$2,163)	Forest-195-208	0.0621%	(\$844)	Forest-206-103	0.1125%	(\$1,528)
Forest-193-1630	0.1541%	(\$2,093)	Forest-195-209	0.0621%	(\$844)	Forest-206-104	0.0924%	(\$1,255)
Forest-193-2624	0.1564%	(\$2,125)	Forest-195-210	0.0954%	(\$1,296)	Forest-206-105	0.0924%	(\$1,255)
Forest-194-1631	0.1025%	(\$1,392)	Forest-195-211	0.1281%	(\$1,741)	Forest-206-106	0.0934%	(\$1,268)
Forest-194-1632	0.1025%	(\$1,392)	Forest-195-301	0.1277%	(\$1,735)	Forest-206-107	0.1216%	(\$1,652)
Forest-194-1633	0.1025%	(\$1,392)	Forest-195-302	0.1277%	(\$1,735)	Forest-206-201	0.1125%	(\$1,528)
Forest-194-1634	0.1025%	(\$1,392)	Forest-195-303	0.1285%	(\$1,746)	Forest-206-202	0.0904%	(\$1,228)
Forest-194-1635	0.1025%	(\$1,392)	Forest-195-304	0.0867%	(\$1,178)	Forest-206-203	0.1125%	(\$1,528)
Forest-194-1636	0.1025%	(\$1,392)	Forest-195-305	0.1024%	(\$1,390)	Forest-206-204	0.0924%	(\$1,255)
Forest-194-2625	0.0802%	(\$1,090)	Forest-195-306	0.1041%	(\$1,414)	Forest-206-205	0.0924%	(\$1,255)
Forest-194-2626	0.0647%	(\$879)	Forest-195-307	0.0886%	(\$1,203)	Forest-206-206	0.0997%	(\$1,354)
Forest-194-2627	0.0802%	(\$1,090)	Forest-195-308	0.0621%	(\$844)	Forest-206-207	0.1216%	(\$1,652)
Forest-194-2628	0.0647%	(\$879)	Forest-195-309	0.0621%	(\$844)	Forest-206-301	0.1332%	(\$1,809)
Forest-194-2629	0.0802%	(\$1,090)	Forest-195-310	0.0954%	(\$1,296)	Forest-206-302	0.1110%	(\$1,508)
Forest-194-2630	0.0647%	(\$879)	Forest-195-311	0.1281%	(\$1,741)	Forest-206-303	0.0901%	(\$1,224)
Forest-194-2631	0.0802%	(\$1,090)	Forest-196-1637	0.1449%	(\$1,968)	Forest-206-304	0.0901%	(\$1,224)
Forest-194-2632	0.0647%	(\$879)	Forest-196-2637	0.0967%	(\$1,313)	Forest-206-305	0.1587%	(\$2,156)
Forest-194-2633	0.0802%	(\$1,090)	Forest-196-2662	0.0837%	(\$1,136)	Forest-206-401	0.1332%	(\$1,809)
Forest-194-2634	0.0647%	(\$879)	Forest-196-3007	0.1632%	(\$2,217)	Forest-206-402	0.1110%	(\$1,508)
Forest-194-2635	0.0802%	(\$1,090)	Forest-197-1638	0.1564%	(\$2,125)	Forest-206-403	0.0901%	(\$1,224)
Forest-194-2636	0.0647%	(\$879)	Forest-197-2638	0.1592%	(\$2,163)	Forest-206-404	0.0901%	(\$1,224)
Forest-194-3001	0.1295%	(\$1,759)	Forest-198-1639	0.2111%	(\$2,868)	Forest-206-405	0.1587%	(\$2,156)
Forest-194-3002	0.1295%	(\$1,759)	Forest-198-1640	0.1811%	(\$2,460)	Forest-207-1652	0.1334%	(\$1,812)
Forest-194-3003	0.1295%	(\$1,759)	Forest-199-1641	0.1323%	(\$1,797)	Forest-207-1653	0.1033%	(\$1,403)
Forest-194-3004	0.1295%	(\$1,759)	Forest-199-1670	0.1323%	(\$1,797)	Forest-207-1654	0.1033%	(\$1,403)
Forest-194-3005	0.1295%	(\$1,759)	Forest-199-2639	0.1335%	(\$1,813)	Forest-207-1655	0.0902%	(\$1,226)
Forest-194-3006	0.1295%	(\$1,759)	Forest-199-2663	0.1335%	(\$1,813)	Forest-207-1656	0.0902%	(\$1,226)
Forest-195-101	0.1277%	(\$1,735)	Forest-200-1642	0.1564%	(\$2,125)	Forest-207-1657	0.1033%	(\$1,403)
Forest-195-102	0.1277%	(\$1,735)	Forest-200-1643	0.1564%	(\$2,125)	Forest-207-1658	0.1334%	(\$1,812)
Forest-195-103	0.0948%	(\$1,288)	Forest-200-2640	0.1592%	(\$2,163)	Forest-207-2644	0.1345%	(\$1,827)
Forest-195-104	0.0867%	(\$1,178)	Forest-200-2641	0.1592%	(\$2,163)	Forest-207-2645	0.1124%	(\$1,527)
Forest-195-105	0.1024%	(\$1,390)	Forest-201-1644	0.1995%	(\$2,710)	Forest-207-2646	0.1124%	(\$1,527)
Forest-195-106	0.1041%	(\$1,414)	Forest-201-1645	0.1811%	(\$2,460)	Forest-207-2647	0.0896%	(\$1,217)
Forest-195-107	0.0886%	(\$1,203)	Forest-202-1646	0.2111%	(\$2,868)	Forest-207-2648	0.0896%	(\$1,217)
Forest-195-108	0.0621%	(\$844)	Forest-202-1647	0.1811%	(\$2,460)	Forest-207-2649	0.1124%	(\$1,527)
Forest-195-109	0.0621%	(\$844)	Forest-203-1648	0.1564%	(\$2,125)	Forest-207-2650	0.1345%	(\$1,827)
Forest-195-110	0.0948%	(\$1,288)	Forest-203-1649	0.1564%	(\$2,125)	Forest-208-1659	0.1449%	(\$1,968)
Forest-195-111	0.1281%	(\$1,741)	Forest-203-2642	0.1592%	(\$2,163)	Forest-208-2651	0.0967%	(\$1,313)
COLUMN TOTAL	4.90%	(\$66,548)	COLUMN TOTAL	5.81%	(\$78,895)	COLUMN TOTAL	5.24%	(\$71,243)



RESERVE FUNDING (DEFICIT) PER UNIT CONTINUED

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Forest-208-2665	0.0837%	(\$1,136)	Garden-78-2312	0.0964%	(\$1,310)	Garden-92-1342	0.1103%	(\$1,498)
Forest-208-3009	0.1632%	(\$2,217)	Garden-79-1313	0.0944%	(\$1,282)	Garden-93-1343	0.1103%	(\$1,498)
Forest-209-1660	0.1033%	(\$1,403)	Garden-79-1314	0.0944%	(\$1,282)	Garden-93-1344	0.1103%	(\$1,498)
Forest-209-1661	0.1033%	(\$1,403)	Garden-79-2313	0.0964%	(\$1,310)	Garden-94-1345	0.1103%	(\$1,498)
Forest-209-1662	0.0902%	(\$1,226)	Garden-79-2314	0.1302%	(\$1,768)	Garden-94-1346	0.1103%	(\$1,498)
Forest-209-1663	0.0902%	(\$1,226)	Garden-79-2315	0.0964%	(\$1,310)	Garden-95-1347	0.1077%	(\$1,462)
Forest-209-1664	0.1033%	(\$1,403)	Garden-80-1315	0.1212%	(\$1,646)	Garden-95-1348	0.1302%	(\$1,768)
Forest-209-1665	0.0902%	(\$1,226)	Garden-80-1316	0.1212%	(\$1,646)	Garden-95-1349	0.1077%	(\$1,462)
Forest-209-1666	0.0902%	(\$1,226)	Garden-81-1317	0.1077%	(\$1,462)	Garden-96-1350	0.1212%	(\$1,646)
Forest-209-1667	0.0902%	(\$1,226)	Garden-81-1318	0.1302%	(\$1,768)	Garden-96-1351	0.1212%	(\$1,646)
Forest-209-1668	0.1001%	(\$1,360)	Garden-81-1319	0.1077%	(\$1,462)	Garden-97-1352	0.1077%	(\$1,462)
Forest-209-1669	0.1033%	(\$1,403)	Garden-82-1320	0.1103%	(\$1,498)	Garden-97-1353	0.1302%	(\$1,768)
Forest-209-2652	0.1124%	(\$1,527)	Garden-82-1321	0.1103%	(\$1,498)	Garden-97-1354	0.1077%	(\$1,462)
Forest-209-2653	0.1124%	(\$1,527)	Garden-83-1322	0.1103%	(\$1,498)	Garden-98-1355	0.1212%	(\$1,646)
Forest-209-2654	0.0920%	(\$1,249)	Garden-83-1323	0.1103%	(\$1,498)	Garden-98-1356	0.1212%	(\$1,646)
Forest-209-2655	0.0920%	(\$1,249)	Garden-84-1324	0.1077%	(\$1,462)	Garden-99-1357	0.0944%	(\$1,282)
Forest-209-2656	0.1124%	(\$1,527)	Garden-84-1325	0.1302%	(\$1,768)	Garden-99-1358	0.0944%	(\$1,282)
Forest-209-2657	0.0920%	(\$1,249)	Garden-84-1326	0.1077%	(\$1,462)	Garden-99-2328	0.0964%	(\$1,310)
Forest-209-2658	0.0920%	(\$1,249)	Garden-85-1327	0.1103%	(\$1,498)	Garden-99-2329	0.1302%	(\$1,768)
Forest-209-2659	0.0920%	(\$1,249)	Garden-85-1328	0.1103%	(\$1,498)	Garden-99-2330	0.0964%	(\$1,310)
Forest-209-2660	0.1124%	(\$1,527)	Garden-86-1329	0.0740%	(\$1,006)	Garden-100-1359	0.0944%	(\$1,282)
Forest-209-2661	0.1124%	(\$1,527)	Garden-86-1330	0.0740%	(\$1,006)	Garden-100-1360	0.0944%	(\$1,282)
Garden-73-1301	0.0983%	(\$1,335)	Garden-86-2316	0.0896%	(\$1,217)	Garden-100-2331	0.0964%	(\$1,310)
Garden-73-1302	0.0983%	(\$1,335)	Garden-86-2317	0.0998%	(\$1,356)	Garden-100-2332	0.1302%	(\$1,768)
Garden-73-2301	0.1103%	(\$1,498)	Garden-86-2318	0.0896%	(\$1,217)	Garden-100-2333	0.0964%	(\$1,310)
Garden-73-2302	0.0998%	(\$1,356)	Garden-87-1331	0.0850%	(\$1,155)	Garden-101-1361	0.0944%	(\$1,282)
Garden-73-2303	0.1103%	(\$1,498)	Garden-87-1332	0.0850%	(\$1,155)	Garden-101-1362	0.0944%	(\$1,282)
Garden-74-1303	0.1103%	(\$1,498)	Garden-87-2319	0.0896%	(\$1,217)	Garden-101-2334	0.0964%	(\$1,310)
Garden-74-1304	0.1103%	(\$1,498)	Garden-87-2320	0.0998%	(\$1,356)	Garden-101-2335	0.1302%	(\$1,768)
Garden-75-1305	0.1212%	(\$1,646)	Garden-87-2321	0.0896%	(\$1,217)	Garden-101-2336	0.0964%	(\$1,310)
Garden-75-1306	0.1212%	(\$1,646)	Garden-88-1333	0.0850%	(\$1,155)	Garden-102-1363	0.1077%	(\$1,462)
Garden-76-1307	0.0944%	(\$1,282)	Garden-88-1334	0.0850%	(\$1,155)	Garden-102-1364	0.1302%	(\$1,768)
Garden-76-1308	0.0944%	(\$1,282)	Garden-88-2322	0.0896%	(\$1,217)	Garden-102-1365	0.1077%	(\$1,462)
Garden-76-2304	0.0964%	(\$1,310)	Garden-88-2323	0.0998%	(\$1,356)	Garden-103-1366	0.1077%	(\$1,462)
Garden-76-2305	0.1302%	(\$1,768)	Garden-88-2324	0.0896%	(\$1,217)	Garden-103-1367	0.1302%	(\$1,768)
Garden-76-2306	0.0964%	(\$1,310)	Garden-89-1335	0.0850%	(\$1,155)	Garden-103-1368	0.1077%	(\$1,462)
Garden-77-1309	0.0944%	(\$1,282)	Garden-89-1336	0.0850%	(\$1,155)	Garden-104-1369	0.1077%	(\$1,462)
Garden-77-1310	0.0944%	(\$1,282)	Garden-89-2325	0.0896%	(\$1,217)	Garden-104-1370	0.1302%	(\$1,768)
Garden-77-2307	0.0964%	(\$1,310)	Garden-89-2326	0.0998%	(\$1,356)	Garden-104-1371	0.1077%	(\$1,462)
Garden-77-2308	0.1302%	(\$1,768)	Garden-89-2327	0.0896%	(\$1,217)	Garden-105-1372	0.1077%	(\$1,462)
Garden-77-2309	0.0964%	(\$1,310)	Garden-90-1337	0.1103%	(\$1,498)	Garden-105-1373	0.1302%	(\$1,768)
Garden-78-1311	0.0944%	(\$1,282)	Garden-90-1338	0.1103%	(\$1,498)	Garden-105-1374	0.1077%	(\$1,462)
Garden-78-1312	0.0944%	(\$1,282)	Garden-91-1339	0.1103%	(\$1,498)	Garden-106-1375	0.1212%	(\$1,646)
Garden-78-2310	0.0964%	(\$1,310)	Garden-91-1340	0.1103%	(\$1,498)	Garden-106-1376	0.1212%	(\$1,646)
Garden-78-2311	0.1302%	(\$1,768)	Garden-92-1341	0.1103%	(\$1,498)	Garden-107-1377	0.1077%	(\$1,462)
COLUMN TOTAL	4.65%	(\$63,192)	COLUMN TOTAL	4.53%	(\$61,515)	COLUMN TOTAL	4.99%	(\$67,843)



RESERVE FUNDING (DEFICIT) PER UNIT CONTINUED

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Garden-107-1378	0.1302%	(\$1,768)
Garden-107-1379	0.1077%	(\$1,462)
Highland-125-1380	0.1055%	(\$1,433)
Highland-125-1381	0.1055%	(\$1,433)
Highland-127-1382	0.0779%	(\$1,058)
Highland-127-1383	0.0784%	(\$1,065)
Highland-127-1384	0.0784%	(\$1,065)
Highland-127-1385	0.0784%	(\$1,065)
Highland-127-1386	0.0784%	(\$1,065)
Highland-127-1387	0.0779%	(\$1,058)
Highland-127-2337	0.1008%	(\$1,369)
Highland-127-2338	0.1009%	(\$1,371)
Highland-127-2339	0.0998%	(\$1,356)
Highland-127-2340	0.1009%	(\$1,371)
Highland-127-2341	0.1009%	(\$1,371)
Highland-127-2342	0.1008%	(\$1,369)
Highland-128-1388	0.0765%	(\$1,039)
Highland-128-1389	0.0772%	(\$1,049)
Highland-128-1390	0.0778%	(\$1,056)
Highland-128-2343	0.0979%	(\$1,330)
Highland-128-2344	0.1009%	(\$1,371)
Highland-128-2345	0.1185%	(\$1,610)
Highland-129-1391	0.0779%	(\$1,058)
Highland-129-1392	0.0784%	(\$1,065)
Highland-129-1393	0.0784%	(\$1,065)
Highland-129-1394	0.0784%	(\$1,065)
Highland-129-1395	0.0784%	(\$1,065)
Highland-129-1396	0.0779%	(\$1,058)
Highland-129-2346	0.1008%	(\$1,369)
Highland-129-2347	0.1009%	(\$1,371)
Highland-129-2348	0.1009%	(\$1,371)
Highland-129-2349	0.1009%	(\$1,371)
Highland-129-2350	0.1009%	(\$1,371)
Highland-129-2351	0.1008%	(\$1,369)
Highland-130-1397	0.0779%	(\$1,058)
Highland-130-1398	0.0778%	(\$1,056)
Highland-130-2352	0.1008%	(\$1,369)
Highland-130-2353	0.1185%	(\$1,610)
Highland-131-1399	0.1055%	(\$1,433)
Highland-131-1400	0.1055%	(\$1,433)
Highland-132-1401	0.1055%	(\$1,433)
Highland-132-1402	0.0997%	(\$1,355)
Highland-133-1403	0.0779%	(\$1,058)
Highland-133-1404	0.0799%	(\$1,086)
Highland-133-1405	0.0799%	(\$1,086)
COLUMN TOTAL	4.17%	(\$56,714)

UNIT NUMBER	ALLOCA T E D INTEREST	(DEFICIT) PER UNIT
Highland-133-2354	0.1008%	(\$1,369)
Highland-133-2355	0.1009%	(\$1,371)
Highland-133-2356	0.1009%	(\$1,371)
Highland-134-1406	0.0779%	(\$1,058)
Highland-134-2357	0.1008%	(\$1,369)
Highland-135-1407	0.0997%	(\$1,355)
Highland-135-1408	0.0997%	(\$1,355)
Highland-136-1409	0.0779%	(\$1,058)
Highland-136-1410	0.0784%	(\$1,065)
Highland-136-1411	0.0784%	(\$1,065)
Highland-136-1412	0.0779%	(\$1,058)
Highland-136-2358	0.1008%	(\$1,369)
Highland-136-2359	0.1009%	(\$1,371)
Highland-136-2360	0.1009%	(\$1,371)
Highland-136-2361	0.1008%	(\$1,369)
Highland-137-1413	0.0779%	(\$1,058)
Highland-137-1414	0.0784%	(\$1,065)
Highland-137-1415	0.0831%	(\$1,128)
Highland-137-2362	0.1008%	(\$1,369)
Highland-137-2363	0.1009%	(\$1,371)
Highland-137-2364	0.1190%	(\$1,616)
Highland-138-1416	0.0786%	(\$1,067)
Highland-138-1417	0.0790%	(\$1,073)
Highland-138-1418	0.0790%	(\$1,073)
Highland-138-1419	0.0790%	(\$1,073)
Highland-138-1420	0.0790%	(\$1,073)
Highland-138-1421	0.0829%	(\$1,126)
Highland-138-2365	0.0857%	(\$1,164)
Highland-138-2366	0.0849%	(\$1,154)
Highland-138-2367	0.0849%	(\$1,154)
Highland-138-2368	0.0849%	(\$1,154)
Highland-138-2369	0.0849%	(\$1,154)
Highland-138-2370	0.0857%	(\$1,164)
Highland-139-1422	0.0802%	(\$1,089)
Highland-139-1423	0.0784%	(\$1,065)
Highland-139-1424	0.0808%	(\$1,098)
Highland-139-1425	0.0784%	(\$1,065)
Highland-139-1426	0.0827%	(\$1,123)
Highland-139-2371	0.1008%	(\$1,369)
Highland-139-2372	0.1021%	(\$1,387)
Highland-139-2373	0.1021%	(\$1,387)
Highland-139-2374	0.1021%	(\$1,387)
Highland-139-2375	0.1190%	(\$1,616)
Highland-174-101	0.1107%	(\$1,504)
Highland-174-102	0.0908%	(\$1,233)
COLUMN TOTAL	4.07%	(\$55,338)

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Highland-174-103	0.1107%	(\$1,504)
Highland-174-104	0.0895%	(\$1,216)
Highland-174-105	0.0895%	(\$1,216)
Highland-174-106	0.1102%	(\$1,497)
Highland-174-201	0.1107%	(\$1,504)
Highland-174-202	0.0908%	(\$1,233)
Highland-174-203	0.1107%	(\$1,504)
Highland-174-204	0.0895%	(\$1,216)
Highland-174-205	0.0895%	(\$1,216)
Highland-174-206	0.1102%	(\$1,497)
Highland-174-301	0.1107%	(\$1,504)
Highland-174-302	0.0908%	(\$1,233)
Highland-174-303	0.1107%	(\$1,504)
Highland-174-304	0.0895%	(\$1,216)
Highland-174-305	0.0895%	(\$1,216)
Highland-174-306	0.1102%	(\$1,497)
Highland-174-401	0.1107%	(\$1,504)
Highland-174-402	0.0908%	(\$1,233)
Highland-174-403	0.1107%	(\$1,503)
Highland-175-1429	0.1610%	(\$2,188)
Highland-175-1430	0.1610%	(\$2,188)
Highland-176-1431	0.1581%	(\$2,147)
Highland-176-1432	0.1296%	(\$1,760)
Highland-176-1433	0.1296%	(\$1,760)
Highland-176-1434	0.1590%	(\$2,160)
Highland-177-1435	0.1594%	(\$2,165)
Highland-177-1436	0.1296%	(\$1,760)
Highland-177-1437	0.1296%	(\$1,760)
Highland-177-1438	0.1590%	(\$2,160)
Highland-178-101	0.1119%	(\$1,520)
Highland-178-102	0.0895%	(\$1,216)
Highland-178-103	0.1119%	(\$1,520)
Highland-178-104	0.0912%	(\$1,239)
Highland-178-105	0.0912%	(\$1,239)
Highland-178-106	0.0902%	(\$1,226)
Highland-178-107	0.1222%	(\$1,659)
Highland-178-201	0.1119%	(\$1,520)
Highland-178-202	0.0895%	(\$1,216)
Highland-178-203	0.1119%	(\$1,520)
Highland-178-204	0.0912%	(\$1,239)
Highland-178-205	0.0912%	(\$1,239)
Highland-178-206	0.0959%	(\$1,303)
Highland-178-207	0.1222%	(\$1,659)
Highland-178-301	0.1317%	(\$1,789)
Highland-178-302	0.1101%	(\$1,495)
COLUMN TOTAL	5.05%	(\$68,659)



RESERVE FUNDING (DEFICIT) PER UNIT CONTINUED

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Highland-178-303	0.0891%	(\$1,211)	Hilltop-65-2207	0.1039%	(\$1,412)	Meadow-42-1109	0.0800%	(\$1,087)
Highland-178-304	0.0891%	(\$1,211)	Hilltop-65-2208	0.0800%	(\$1,087)	Meadow-42-1110	0.1166%	(\$1,584)
Highland-178-305	0.1591%	(\$2,161)	Hilltop-65-2209	0.0770%	(\$1,046)	Meadow-42-2125	0.0875%	(\$1,188)
Highland-178-401	0.1317%	(\$1,789)	Hilltop-65-2210	0.0875%	(\$1,188)	Meadow-42-2126	0.0647%	(\$878)
Highland-178-402	0.1101%	(\$1,495)	Hilltop-66-1190	0.1039%	(\$1,412)	Meadow-42-2127	0.0800%	(\$1,087)
Highland-178-403	0.0891%	(\$1,211)	Hilltop-66-1191	0.1166%	(\$1,584)	Meadow-42-2128	0.1166%	(\$1,584)
Highland-178-404	0.0891%	(\$1,211)	Hilltop-66-2211	0.1039%	(\$1,412)	Meadow-43-1111	0.0647%	(\$878)
Highland-178-405	0.1591%	(\$2,161)	Hilltop-66-2212	0.1166%	(\$1,584)	Meadow-43-1112	0.0647%	(\$878)
Highland-179-1427	0.1590%	(\$2,160)	Hilltop-67-1192	0.1376%	(\$1,869)	Meadow-43-1113	0.0875%	(\$1,188)
Highland-179-1428	0.1595%	(\$2,167)	Hilltop-67-1193	0.0800%	(\$1,087)	Meadow-43-2129	0.0875%	(\$1,188)
Hilltop-58-1171	0.1039%	(\$1,412)	Hilltop-67-1450	0.1039%	(\$1,412)	Meadow-43-2130	0.0647%	(\$878)
Hilltop-58-1172	0.1166%	(\$1,584)	Hilltop-67-2213	0.1376%	(\$1,869)	Meadow-43-2131	0.0647%	(\$878)
Hilltop-58-2191	0.1039%	(\$1,412)	Hilltop-67-2214	0.0800%	(\$1,087)	Meadow-43-2132	0.0875%	(\$1,188)
Hilltop-58-2192	0.1166%	(\$1,584)	Hilltop-67-2251	0.1039%	(\$1,412)	Meadow-44-1114	0.0875%	(\$1,188)
Hilltop-59-1173	0.0875%	(\$1,188)	Hilltop-68-1194	0.1032%	(\$1,401)	Meadow-44-1115	0.0800%	(\$1,087)
Hilltop-59-1174	0.0770%	(\$1,046)	Hilltop-68-1195	0.1032%	(\$1,401)	Meadow-44-1116	0.1039%	(\$1,412)
Hilltop-59-1175	0.1039%	(\$1,412)	Hilltop-68-2215	0.1421%	(\$1,930)	Meadow-44-2133	0.0875%	(\$1,188)
Hilltop-59-2193	0.0875%	(\$1,188)	Hilltop-68-2216	0.1421%	(\$1,930)	Meadow-44-2134	0.0800%	(\$1,087)
Hilltop-59-2194	0.0770%	(\$1,046)	Hilltop-68-2252	0.1421%	(\$1,930)	Meadow-44-2135	0.1039%	(\$1,412)
Hilltop-59-2195	0.1039%	(\$1,412)	Hilltop-68-2253	0.1421%	(\$1,930)	Meadow-45-1117	0.0875%	(\$1,188)
Hilltop-60-1176	0.1039%	(\$1,412)	Hilltop-69-1196	0.1039%	(\$1,412)	Meadow-45-1118	0.0800%	(\$1,087)
Hilltop-60-1177	0.1166%	(\$1,584)	Hilltop-69-1197	0.0800%	(\$1,087)	Meadow-45-1119	0.1166%	(\$1,584)
Hilltop-60-2196	0.1039%	(\$1,412)	Hilltop-69-1198	0.0875%	(\$1,188)	Meadow-45-2136	0.0875%	(\$1,188)
Hilltop-60-2197	0.1166%	(\$1,584)	Hilltop-69-2217	0.1039%	(\$1,412)	Meadow-45-2137	0.0800%	(\$1,087)
Hilltop-61-1178	0.1039%	(\$1,412)	Hilltop-69-2218	0.0800%	(\$1,087)	Meadow-45-2138	0.1166%	(\$1,584)
Hilltop-61-1179	0.0770%	(\$1,046)	Hilltop-69-2219	0.0875%	(\$1,188)	Meadow-46-1120	0.1039%	(\$1,412)
Hilltop-61-1180	0.1039%	(\$1,412)	Hilltop-70-1199	0.1166%	(\$1,584)	Meadow-46-1121	0.0647%	(\$878)
Hilltop-61-2198	0.1039%	(\$1,412)	Hilltop-70-1200	0.1376%	(\$1,869)	Meadow-46-1122	0.0647%	(\$878)
Hilltop-61-2199	0.0770%	(\$1,046)	Hilltop-70-2220	0.1166%	(\$1,584)	Meadow-46-2139	0.1039%	(\$1,412)
Hilltop-61-2200	0.1039%	(\$1,412)	Hilltop-70-2221	0.1376%	(\$1,869)	Meadow-46-2140	0.0647%	(\$878)
Hilltop-62-1181	0.1039%	(\$1,412)	Hilltop-71-1201	0.1039%	(\$1,412)	Meadow-46-2141	0.0647%	(\$878)
Hilltop-62-1182	0.1166%	(\$1,584)	Hilltop-71-1202	0.0718%	(\$975)	Meadow-46-2142	0.0875%	(\$1,188)
Hilltop-62-2201	0.1039%	(\$1,412)	Hilltop-71-1203	0.1166%	(\$1,584)	Meadow-47-1123	0.1166%	(\$1,584)
Hilltop-62-2202	0.1166%	(\$1,584)	Hilltop-71-2222	0.1039%	(\$1,412)	Meadow-47-1124	0.1039%	(\$1,412)
Hilltop-63-1183	0.1039%	(\$1,412)	Hilltop-71-2223	0.0718%	(\$975)	Meadow-47-2143	0.1166%	(\$1,584)
Hilltop-63-1184	0.1166%	(\$1,584)	Hilltop-71-2224	0.1166%	(\$1,584)	Meadow-47-2144	0.1039%	(\$1,412)
Hilltop-63-2203	0.1039%	(\$1,412)	Meadow-40-1104	0.1376%	(\$1,869)	Meadow-48-1125	0.0875%	(\$1,188)
Hilltop-63-2204	0.1166%	(\$1,584)	Meadow-40-1105	0.1166%	(\$1,584)	Meadow-48-1126	0.0800%	(\$1,087)
Hilltop-64-1185	0.1376%	(\$1,869)	Meadow-40-2121	0.1376%	(\$1,869)	Meadow-48-1127	0.1166%	(\$1,584)
Hilltop-64-1186	0.1376%	(\$1,869)	Meadow-40-2122	0.1166%	(\$1,584)	Meadow-48-2145	0.0875%	(\$1,188)
Hilltop-64-2205	0.1376%	(\$1,869)	Meadow-41-1106	0.1039%	(\$1,412)	Meadow-48-2146	0.0800%	(\$1,087)
Hilltop-64-2206	0.1376%	(\$1,869)	Meadow-41-1107	0.1166%	(\$1,584)	Meadow-48-2147	0.1166%	(\$1,584)
Hilltop-65-1187	0.1039%	(\$1,412)	Meadow-41-2123	0.1039%	(\$1,412)	Meadow-49-1128	0.1166%	(\$1,584)
Hilltop-65-1188	0.0800%	(\$1,087)	Meadow-41-2124	0.1166%	(\$1,584)	Meadow-49-1129	0.1039%	(\$1,412)
Hilltop-65-1189	0.0770%	(\$1,046)	Meadow-42-1108	0.0647%	(\$878)	Meadow-49-2148	0.1166%	(\$1,584)
COLUMN TOTAL	4.92%	(\$66,795)	COLUMN TOTAL	4.86%	(\$65,978)	COLUMN TOTAL	4.08%	(\$55,396)



RESERVE FUNDING (DEFICIT) PER UNIT CONTINUED

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Meadow-49-2149	0.1039%	(\$1,412)
Meadow-50-1130	0.1166%	(\$1,584)
Meadow-50-1131	0.0875%	(\$1,188)
Meadow-50-2150	0.1166%	(\$1,584)
Meadow-50-2151	0.0875%	(\$1,188)
Meadow-51-1132	0.1039%	(\$1,412)
Meadow-51-1133	0.1166%	(\$1,584)
Meadow-51-2152	0.1039%	(\$1,412)
Meadow-51-2153	0.1166%	(\$1,584)
Meadow-52-1134	0.1376%	(\$1,869)
Meadow-52-1135	0.1166%	(\$1,584)
Meadow-52-2154	0.1376%	(\$1,869)
Meadow-52-2155	0.1166%	(\$1,584)
Meadow-53-1136	0.1166%	(\$1,584)
Meadow-53-1137	0.1039%	(\$1,412)
Meadow-53-2156	0.1166%	(\$1,584)
Meadow-53-2157	0.1039%	(\$1,412)
Washington-54-101	0.0487%	(\$661)
Washington-54-102	0.0487%	(\$661)
Washington-54-103	0.0612%	(\$831)
Washington-54-104	0.0612%	(\$831)
Washington-54-105	0.0612%	(\$831)
Washington-54-106	0.0871%	(\$1,183)
Washington-54-107	0.0884%	(\$1,201)
Washington-54-108	0.0917%	(\$1,245)
Washington-54-110	0.0612%	(\$831)
Washington-54-111	0.0612%	(\$831)
Washington-54-112	0.0871%	(\$1,183)
Washington-54-113	0.0884%	(\$1,201)
Washington-54-114	0.0949%	(\$1,289)
Washington-54-201	0.0487%	(\$661)
Washington-54-202	0.0487%	(\$661)
Washington-54-203	0.0612%	(\$831)
Washington-54-204	0.0612%	(\$831)
Washington-54-205	0.0612%	(\$831)
Washington-54-206	0.0871%	(\$1,183)
Washington-54-207	0.0884%	(\$1,201)
Washington-54-208	0.0917%	(\$1,245)
Washington-54-209	0.0487%	(\$661)
Washington-54-210	0.0612%	(\$831)
Washington-54-211	0.0612%	(\$831)
Washington-54-212	0.0871%	(\$1,183)
Washington-54-213	0.0884%	(\$1,201)
Washington-54-214	0.0949%	(\$1,289)
Washington-54-301	0.0487%	(\$661)
COLUMN TOTAL	3.88%	(\$52,727)

UNIT NUMBER	ALLOCA TE D INTEREST	(DEFICIT) PER UNIT
Washington-54-302	0.0487%	(\$661)
Washington-54-303	0.0612%	(\$831)
Washington-54-304	0.0612%	(\$831)
Washington-54-305	0.0612%	(\$831)
Washington-54-306	0.0871%	(\$1,183)
Washington-54-307	0.0884%	(\$1,201)
Washington-54-308	0.0917%	(\$1,245)
Washington-54-309	0.0487%	(\$661)
Washington-54-310	0.0612%	(\$831)
Washington-54-311	0.0612%	(\$831)
Washington-54-312	0.0871%	(\$1,183)
Washington-54-313	0.0884%	(\$1,201)
Washington-54-314	0.0949%	(\$1,289)
Washington-108-101	0.1124%	(\$1,527)
Washington-108-102	0.0756%	(\$1,027)
Washington-108-103	0.0987%	(\$1,341)
Washington-108-106	0.0871%	(\$1,183)
Washington-108-107	0.0884%	(\$1,201)
Washington-108-108	0.0917%	(\$1,245)
Washington-108-110	0.0612%	(\$831)
Washington-108-111	0.0612%	(\$831)
Washington-108-112	0.0871%	(\$1,183)
Washington-108-113	0.0884%	(\$1,201)
Washington-108-114	0.0949%	(\$1,289)
Washington-108-201	0.1124%	(\$1,527)
Washington-108-202	0.0756%	(\$1,027)
Washington-108-203	0.0987%	(\$1,341)
Washington-108-206	0.0871%	(\$1,183)
Washington-108-207	0.0884%	(\$1,201)
Washington-108-208	0.0917%	(\$1,245)
Washington-108-209	0.0487%	(\$661)
Washington-108-210	0.0612%	(\$831)
Washington-108-211	0.0612%	(\$831)
Washington-108-212	0.0871%	(\$1,183)
Washington-108-213	0.0884%	(\$1,201)
Washington-108-214	0.0949%	(\$1,289)
Washington-108-301	0.1124%	(\$1,527)
Washington-108-302	0.0756%	(\$1,027)
Washington-108-303	0.0987%	(\$1,341)
Washington-108-306	0.0871%	(\$1,183)
Washington-108-307	0.0884%	(\$1,201)
Washington-108-308	0.0917%	(\$1,245)
Washington-108-309	0.0487%	(\$661)
Washington-108-310	0.0612%	(\$831)
Washington-108-311	0.0612%	(\$831)
COLUMN TOTAL	3.61%	(\$49,007)

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT
Washington-108-312	0.0871%	(\$1,183)
Washington-108-313	0.0884%	(\$1,201)
Washington-108-314	0.0949%	(\$1,289)
Washington-110-101	0.1124%	(\$1,527)
Washington-110-102	0.0756%	(\$1,027)
Washington-110-103	0.0987%	(\$1,341)
Washington-110-106	0.0871%	(\$1,183)
Washington-110-107	0.0884%	(\$1,201)
Washington-110-108	0.0917%	(\$1,245)
Washington-110-110	0.0612%	(\$831)
Washington-110-111	0.0612%	(\$831)
Washington-110-112	0.0871%	(\$1,183)
Washington-110-113	0.0884%	(\$1,201)
Washington-110-114	0.0949%	(\$1,289)
Washington-110-201	0.1124%	(\$1,527)
Washington-110-202	0.0756%	(\$1,027)
Washington-110-203	0.0987%	(\$1,341)
Washington-110-206	0.0871%	(\$1,183)
Washington-110-207	0.0884%	(\$1,201)
Washington-110-208	0.0917%	(\$1,245)
Washington-110-209	0.0487%	(\$661)
Washington-110-210	0.0612%	(\$831)
Washington-110-211	0.0612%	(\$831)
Washington-110-212	0.0871%	(\$1,183)
Washington-110-213	0.0884%	(\$1,201)
Washington-110-214	0.0949%	(\$1,289)
Washington-110-301	0.1124%	(\$1,527)
Washington-110-302	0.0756%	(\$1,027)
Washington-110-303	0.0987%	(\$1,341)
Washington-110-306	0.0871%	(\$1,183)
Washington-110-307	0.0884%	(\$1,201)
Washington-110-308	0.0917%	(\$1,245)
Washington-110-309	0.0487%	(\$661)
Washington-110-310	0.0612%	(\$831)
Washington-110-311	0.0612%	(\$831)
Washington-110-312	0.0871%	(\$1,183)
Washington-110-313	0.0884%	(\$1,201)
Washington-110-314	0.0949%	(\$1,289)
Washington-111-101	0.1152%	(\$1,565)
Washington-111-102	0.0756%	(\$1,027)
Washington-111-103	0.1008%	(\$1,369)
Washington-111-106	0.0871%	(\$1,183)
Washington-111-107	0.0884%	(\$1,201)
Washington-111-108	0.0917%	(\$1,245)
Washington-111-110	0.0622%	(\$845)
COLUMN TOTAL	3.83%	(\$52,010)



RESERVE FUNDING (DEFICIT) PER UNIT CONTINUED

UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	UNIT NUMBER	ALLOCATED INTEREST	(DEFICIT) PER UNIT	
Washington-111-111	0.0622%	(\$845)	Washington-111-308	0.0917%	(\$1,245)	Washington-112-206	0.0871%	(\$1,183)	
Washington-111-112	0.0871%	(\$1,183)	Washington-111-309	0.0890%	(\$1,209)	Washington-112-207	0.0884%	(\$1,201)	
Washington-111-113	0.0884%	(\$1,201)	Washington-111-310	0.0622%	(\$845)	Washington-112-208	0.0917%	(\$1,245)	
Washington-111-114	0.0949%	(\$1,289)	Washington-111-311	0.0622%	(\$845)	Washington-112-209	0.0511%	(\$694)	
Washington-111-201	0.1152%	(\$1,565)	Washington-111-312	0.0871%	(\$1,183)	Washington-112-210	0.0622%	(\$845)	
Washington-111-202	0.0756%	(\$1,027)	Washington-111-313	0.0884%	(\$1,201)	Washington-112-211	0.0622%	(\$845)	
Washington-111-203	0.1008%	(\$1,369)	Washington-111-314	0.0949%	(\$1,289)	Washington-112-212	0.0871%	(\$1,183)	
Washington-111-206	0.0871%	(\$1,183)	Washington-112-101	0.1152%	(\$1,565)	Washington-112-213	0.0884%	(\$1,201)	
Washington-111-207	0.0884%	(\$1,201)	Washington-112-102	0.0756%	(\$1,027)	Washington-112-214	0.1036%	(\$1,407)	
Washington-111-208	0.0917%	(\$1,245)	Washington-112-103	0.1008%	(\$1,369)	Washington-112-301	0.1152%	(\$1,565)	
Washington-111-209	0.0511%	(\$694)	Washington-112-106	0.0871%	(\$1,183)	Washington-112-302	0.0756%	(\$1,027)	
Washington-111-210	0.0622%	(\$845)	Washington-112-107	0.0884%	(\$1,201)	Washington-112-303	0.1008%	(\$1,369)	
Washington-111-211	0.0622%	(\$845)	Washington-112-108	0.0917%	(\$1,245)	Washington-112-306	0.0871%	(\$1,183)	
Washington-111-212	0.0871%	(\$1,183)	Washington-112-110	0.0612%	(\$831)	Washington-112-307	0.0884%	(\$1,201)	
Washington-111-213	0.0884%	(\$1,201)	Washington-112-111	0.0622%	(\$845)	Washington-112-308	0.0917%	(\$1,245)	
Washington-111-214	0.0949%	(\$1,289)	Washington-112-112	0.0871%	(\$1,183)	Washington-112-309	0.0890%	(\$1,209)	
Washington-111-301	0.1152%	(\$1,565)	Washington-112-113	0.0884%	(\$1,201)	Washington-112-310	0.0622%	(\$845)	
Washington-111-302	0.0756%	(\$1,027)	Washington-112-114	0.1036%	(\$1,407)	Washington-112-311	0.0622%	(\$845)	
Washington-111-303	0.1008%	(\$1,369)	Washington-112-201	0.1152%	(\$1,565)	Washington-112-312	0.0871%	(\$1,183)	
Washington-111-306	0.0871%	(\$1,183)	Washington-112-202	0.0756%	(\$1,027)	Washington-112-313	0.0884%	(\$1,201)	
Washington-111-307	0.0884%	(\$1,201)	Washington-112-203	0.1008%	(\$1,369)	Washington-112-314	0.1036%	(\$1,407)	
COLUMN TOTAL	1.80%	(\$24,511)	COLUMN TOTAL	1.83%	(\$24,835)	COLUMN TOTAL	1.77%	(\$24,085)	
			GRAND TOTAL	100.00%				(including columns from previous pages)	



FUNDING PLANS

THRESHOLD FUNDING PLAN \$867,100	BASELINE FUNDING PLAN \$597,400	FULL FUNDING PLAN \$604,700
Special Assessment none in 2025 Contribution Accelerator Years 2 -10 : 0.0% Years 11 – 30 : 0.0% Contribution Adjustment \$657,243 in 2030	Special Assessment none in 2025 Contribution Accelerator Years 2 -10 - None Years 11 – 30 - None Contribution Adjustment None	Special Assessment none in 2025 Contribution Accelerator Years 2 -10 - None Years 11 – 30 - None Contribution Adjustment None
RECOMMENDED	OPTIONAL STRATEGY	100% FUNDED BY YEAR 30
initial annual contribution of \$867,100	initial annual contribution of \$597,400	initial annual contribution of \$604,700
meets yearly projected reserve expenses	meets annual reserve expenses with no minimum balance requirement	most flexibility for cost variables and unplanned expenses
maintains minimum reserve balance equal to annual contribution amount	less flexibility with cost variables and unplanned expenses	lowest risk for special assessment

The Threshold Funding Plan is the **RECOMMENDED FUNDING PLAN** for Umbrella Association, balancing cashflow and anticipated expenses over 30 years while maintaining a minimum reserve account balance of at least \$481,000 and the percent funded above 28%. Cost projection accuracy decreases into the distant future. Assumptions should be reconsidered and updated with each revision of the study.

ALTERNATIVE FUNDING STRATEGIES

In addition to an annual contribution to reserves that increases every year to keep up with inflation, a variety of funding strategies are available. These strategies are not typically employed but are options that provide additional flexibility in developing a custom funding plan to fit the unique needs of a community.

Special assessments – additional lump-sum contributions to either cover the cost of anticipated expenses, or to help increase the reserve account balance.

- Recommended special assessment: none in 2025

Contribution accelerators – an additional increase to the annual reserve contribution above the applied inflation rate. Our system can accommodate up to two rates. The ranges are grouped with the same percentage increase in Years 2 - 10 and in Years 11 - 30.

- Budgeted accelerator in Years 2 -10 : 0.0%
- Budgeted accelerator in Years 11 – 30 : 0.0%

Contribution adjustments – stepped increase or decrease in the reserve contribution to provide appropriate funding over the 30-year span of the report.

- Allocated contribution adjustments: \$657,243 in 2030



COMPARISON OF FULLY FUNDED BALANCE AND FUNDING PLANS

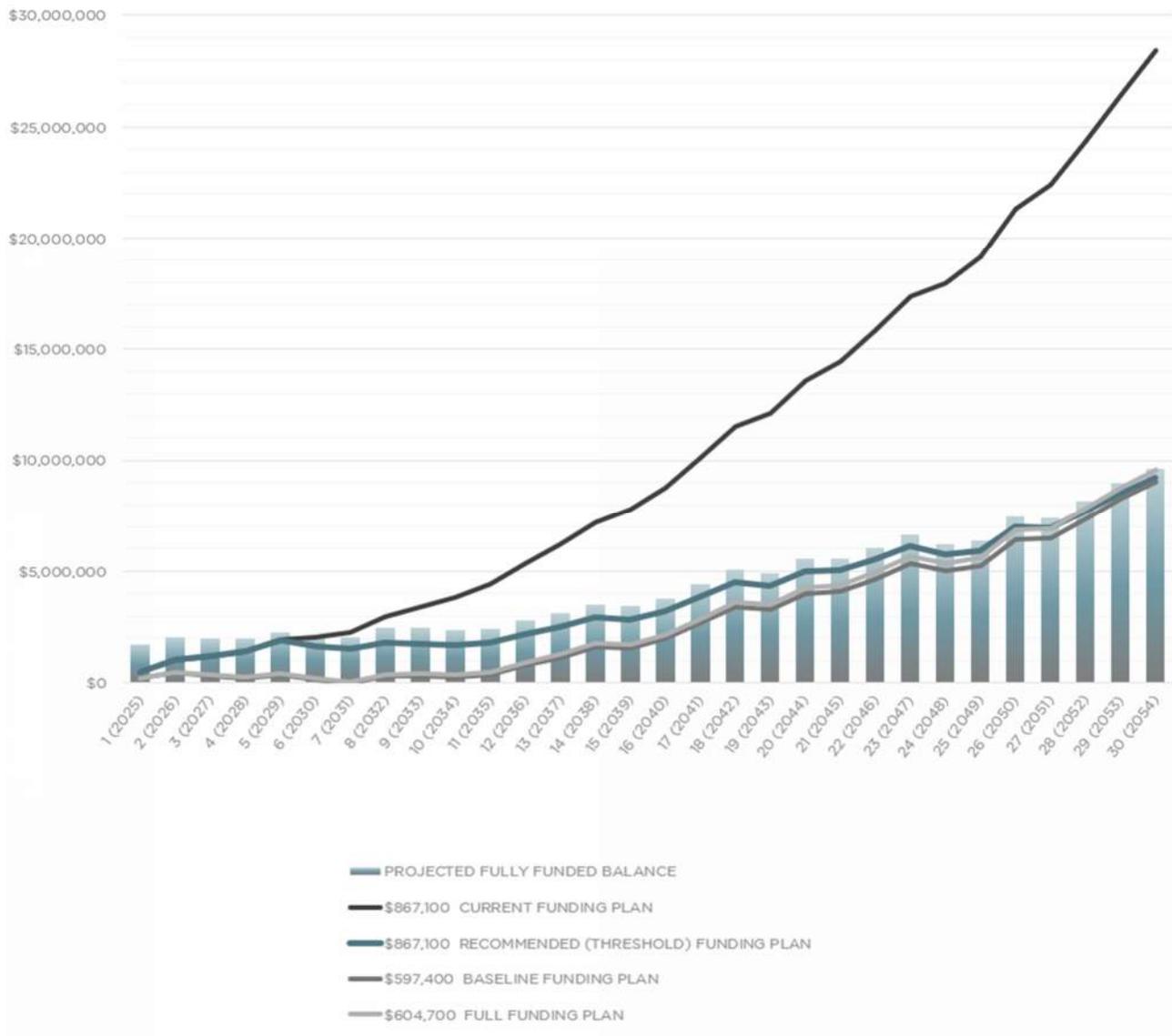
The following graph illustrates the projected Fully Funded Balance, along with the

- Current Budgeted Contribution to reserves (Current Funding Plan)
- Recommended Funding Plan (Threshold Funding Plan)
- Baseline Funding Plan
- Full Funding Plan

If any of the following special funding strategies are employed:

- **Special assessments** are calculated in all the funding plans.
- **Contribution accelerators** are only applied to the Recommended (Threshold) Funding Plan.
- **Contribution adjustments** are only applied to the Recommended (Threshold) Funding Plan.

Note: If the funding plans are similar or identical, only one line will be visible on some parts of the graph where the lines intersect.





PROJECTED RESERVE ACCOUNT BALANCES

FOR FUNDING PLANS OVER 30 YEARS

Per RCW 64.90.550 §2 (j) of the Washington Uniform Common Interest Ownership Act (WUCIOA), the projected reserve account balance for each of the funding plans over the next 30 years is provided, along with the current funding plan projections. The values in the Recommended Funding Plan include the previously mentioned recommended adjustment(s) in the annual reserve contribution, if applicable.

FISCAL YEAR END	\$867,100 RECOMMENDED (THRESHOLD) FUNDING PLAN	\$867,100 CURRENT FUNDING PLAN	\$597,400 BASELINE FUNDING PLAN	\$604,700 FULL FUNDING PLAN
1 (2025)	\$480,672	\$480,673	\$209,624	\$216,961
2 (2026)	\$1,036,365	\$1,036,365	\$475,912	\$491,081
3 (2027)	\$1,187,311	\$1,187,311	\$320,326	\$343,792
4 (2028)	\$1,418,245	\$1,418,245	\$226,826	\$259,075
5 (2029)	\$1,915,330	\$1,915,331	\$380,771	\$422,307
6 (2030)	\$1,662,384	\$2,039,642	\$142,395	\$193,748
7 (2031)	\$1,503,462	\$2,280,613	\$260	\$61,983
8 (2032)	\$1,788,294	\$2,989,001	\$304,217	\$376,886
9 (2033)	\$1,770,136	\$3,419,134	\$307,647	\$391,866
10 (2034)	\$1,692,801	\$3,815,933	\$254,491	\$350,889
11 (2035)	\$1,781,521	\$4,405,797	\$370,125	\$479,359
12 (2036)	\$2,180,258	\$5,333,887	\$798,647	\$921,403
13 (2037)	\$2,492,893	\$6,205,341	\$1,144,091	\$1,281,084
14 (2038)	\$2,913,733	\$7,215,767	\$1,600,915	\$1,752,893
15 (2039)	\$2,844,309	\$7,768,057	\$1,570,814	\$1,738,556
16 (2040)	\$3,207,952	\$8,786,953	\$1,977,289	\$2,161,607
17 (2041)	\$3,862,229	\$10,131,489	\$2,678,082	\$2,879,824
18 (2042)	\$4,512,042	\$11,508,095	\$3,378,279	\$3,598,330
19 (2043)	\$4,345,224	\$12,106,193	\$3,265,904	\$3,505,185
20 (2044)	\$5,017,266	\$13,582,923	\$3,996,648	\$4,256,120
21 (2045)	\$5,057,147	\$14,468,984	\$4,099,697	\$4,380,364
22 (2046)	\$5,558,833	\$15,860,125	\$4,669,235	\$4,972,140
23 (2047)	\$6,157,240	\$17,393,119	\$5,340,401	\$5,666,634
24 (2048)	\$5,735,425	\$17,952,954	\$4,996,493	\$5,347,187
25 (2049)	\$5,907,535	\$19,155,781	\$5,251,896	\$5,628,234
26 (2050)	\$7,007,810	\$21,337,926	\$6,441,110	\$6,844,324
27 (2051)	\$6,953,465	\$22,418,768	\$6,481,611	\$6,912,984
28 (2052)	\$7,728,303	\$24,384,368	\$7,357,484	\$7,818,352
29 (2053)	\$8,535,978	\$26,440,718	\$8,272,668	\$8,764,425
30 (2054)	\$9,194,765	\$28,408,524	\$9,045,737	\$9,569,832

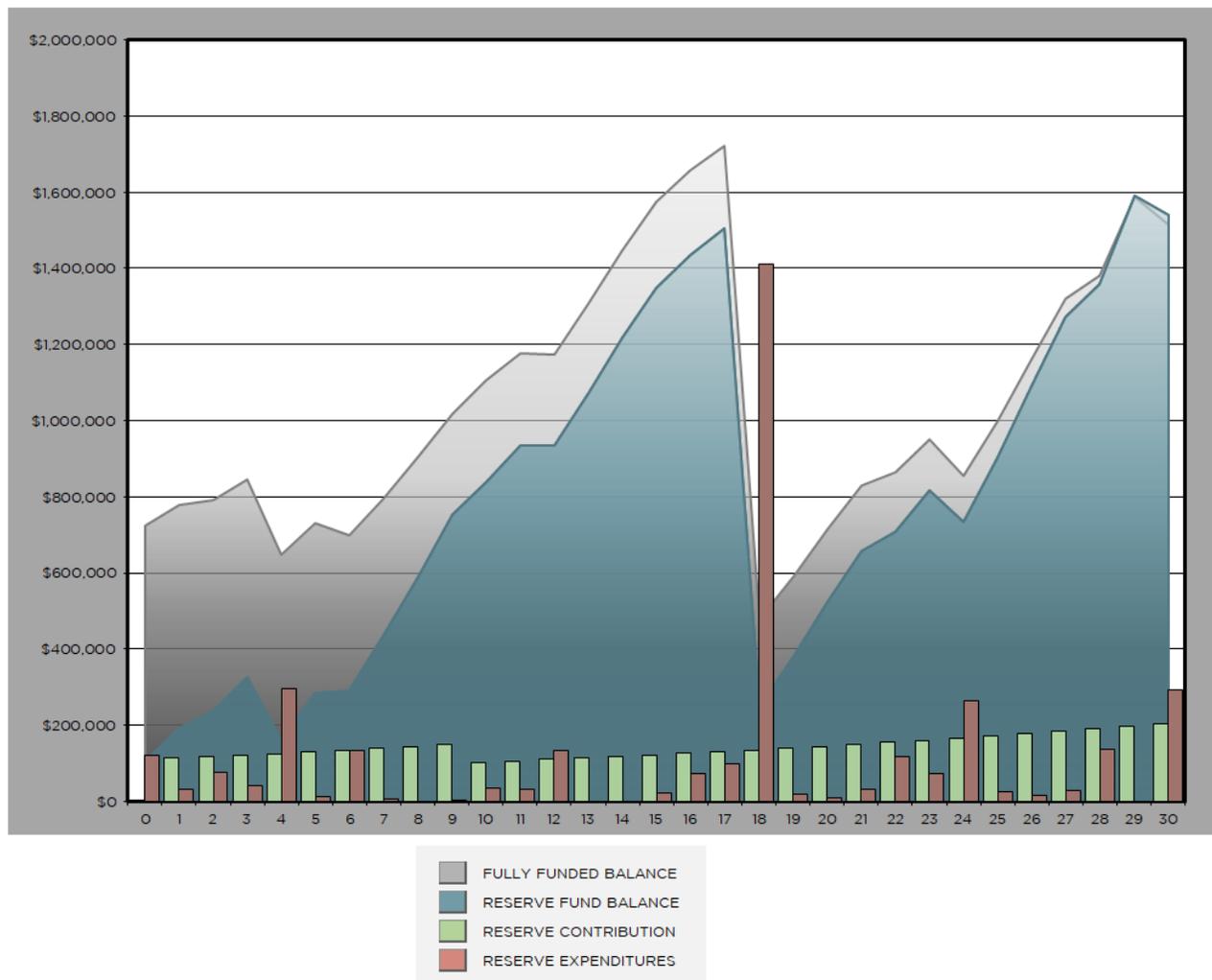


RESERVE STUDY PROJECTIONS USING INFLATED DOLLAR VALUES

The recommended contribution to reserves is primarily based on cashflow over thirty years to ensure that there will be enough funds in reserves to cover anticipated expenses without the need of a special assessment. Monitoring the Fully Funded Balance helps anticipate future financial liabilities and the community’s potential risk for a special assessment. The inflated scenario includes annual increases in the reserve contribution to keep up with inflation.

- **Teal Area Graph:** The fiscal year-end running reserve fund balance is shown as a line graph in teal.
- **Mint Green Bars:** The annual reserve fund contributions are shown as mint green bars.
- **Brick Red Bars:** The anticipated yearly reserve expenditures are shown as brick red bars, depicting the anticipated expenses over the next 30 years.

RECOMMENDED FUNDING PLAN STARTING AT \$867,100





RESERVE 30 YEAR SUMMARY AT THE RECOMMENDED FUNDING PLAN STARTING AT \$867,100

INFLATION & INTEREST ASSUMPTIONS¹

	CONTRIBUTION INFLATION	COMPONENT INFLATION	INTEREST
Years 0-1	0.0%	3.0%	1.0%
Years 2-10	3.5%	3.5%	2.5%
Years 11-30	3.5%	3.5%	2.5%

SPECIAL ASSESSMENT RISK

Nominal Risk	100% +
Low Risk	70% to 99%
Moderate Risk	25% to 69%
Highest Risk	0% to 24%

FISCAL YEAR END	FISCAL YEAR BEGINNING RESERVE BALANCE	RECOMMENDED ANNUAL RESERVE CONTRIBUTION ²	AVERAGE CONTRIBUTION PER UNIT PER MONTH ³	PROJECTED RESERVE EXPENDITURES	SPECIAL ASSESSMENT	PROJECTED INTEREST EARNED	FISCAL YEAR END RESERVE BALANCE	PROJECTED FULLY FUNDED BALANCE	PERCENT FUNDED
1 (2025)	\$488,894	\$867,100	\$72	(\$880,146)	\$0	\$4,824	\$480,672	\$1,697,742	28%
2 (2026)	\$480,672	\$897,449	\$74	(\$360,484)	\$0	\$18,729	\$1,036,365	\$2,045,645	51%
3 (2027)	\$1,036,365	\$928,859	\$77	(\$805,366)	\$0	\$27,453	\$1,187,311	\$1,983,557	60%
4 (2028)	\$1,187,311	\$961,369	\$79	(\$762,603)	\$0	\$32,167	\$1,418,245	\$1,985,568	71%
5 (2029)	\$1,418,245	\$995,017	\$82	(\$539,087)	\$0	\$41,155	\$1,915,330	\$2,235,497	86%
6 (2030)	\$1,915,330	\$657,243	\$54	(\$954,358)	\$0	\$44,169	\$1,662,384	\$2,104,085	79%
7 (2031)	\$1,662,384	\$680,246	\$56	(\$878,253)	\$0	\$39,085	\$1,503,462	\$2,070,244	73%
8 (2032)	\$1,503,462	\$704,055	\$58	(\$459,862)	\$0	\$40,639	\$1,788,294	\$2,480,586	72%
9 (2033)	\$1,788,294	\$728,697	\$60	(\$790,786)	\$0	\$43,931	\$1,770,136	\$2,455,532	72%
10 (2034)	\$1,770,136	\$754,201	\$62	(\$874,289)	\$0	\$42,752	\$1,692,801	\$2,369,857	71%
11 (2035)	\$1,692,801	\$780,598	\$65	(\$734,771)	\$0	\$42,893	\$1,781,521	\$2,445,298	73%
12 (2036)	\$1,781,521	\$807,919	\$67	(\$458,093)	\$0	\$48,911	\$2,180,258	\$2,825,511	77%
13 (2037)	\$2,180,258	\$836,196	\$69	(\$581,254)	\$0	\$57,693	\$2,492,893	\$3,122,215	80%
14 (2038)	\$2,492,893	\$865,463	\$72	(\$511,372)	\$0	\$66,748	\$2,913,733	\$3,526,453	83%
15 (2039)	\$2,913,733	\$895,754	\$74	(\$1,036,266)	\$0	\$71,087	\$2,844,309	\$3,448,168	82%
16 (2040)	\$2,844,309	\$927,106	\$77	(\$638,182)	\$0	\$74,719	\$3,207,952	\$3,794,435	85%
17 (2041)	\$3,207,952	\$959,555	\$79	(\$392,563)	\$0	\$87,286	\$3,862,229	\$4,428,671	87%
18 (2042)	\$3,862,229	\$993,139	\$82	(\$446,712)	\$0	\$103,386	\$4,512,042	\$5,062,248	89%
19 (2043)	\$4,512,042	\$1,027,899	\$85	(\$1,304,066)	\$0	\$109,349	\$4,345,224	\$4,893,031	89%
20 (2044)	\$4,345,224	\$1,063,875	\$88	(\$507,420)	\$0	\$115,586	\$5,017,266	\$5,548,055	90%
21 (2045)	\$5,017,266	\$1,101,111	\$91	(\$1,185,605)	\$0	\$124,375	\$5,057,147	\$5,582,512	91%
22 (2046)	\$5,057,147	\$1,139,650	\$94	(\$769,026)	\$0	\$131,061	\$5,558,833	\$6,070,661	92%
23 (2047)	\$5,558,833	\$1,179,538	\$98	(\$725,773)	\$0	\$144,643	\$6,157,240	\$6,656,309	93%
24 (2048)	\$6,157,240	\$1,220,821	\$101	(\$1,789,460)	\$0	\$146,823	\$5,735,425	\$6,237,234	92%
25 (2049)	\$5,735,425	\$1,263,550	\$104	(\$1,235,180)	\$0	\$143,740	\$5,907,535	\$6,397,578	92%
26 (2050)	\$5,907,535	\$1,307,774	\$108	(\$366,948)	\$0	\$159,449	\$7,007,810	\$7,472,970	94%
27 (2051)	\$7,007,810	\$1,353,546	\$112	(\$1,580,253)	\$0	\$172,361	\$6,953,465	\$7,415,338	94%
28 (2052)	\$6,953,465	\$1,400,921	\$116	(\$807,339)	\$0	\$181,256	\$7,728,303	\$8,172,742	95%
29 (2053)	\$7,728,303	\$1,449,953	\$120	(\$843,071)	\$0	\$200,794	\$8,535,978	\$8,966,606	95%
30 (2054)	\$8,535,978	\$1,500,701	\$124	(\$1,060,813)	\$0	\$218,898	\$9,194,765	\$9,617,792	96%

¹ The long term nature of this study requires that certain assumptions and predictions be made about future events. Since there can be no guarantee that these future events will occur as assumed, this analysis must be viewed in light of the circumstances under which it was conducted. Reasonable effort has been made to ensure that the conclusions of this report are based on reliable information and sound reasoning.

² The Recommended Annual Reserve Contribution includes inflation and any applicable recommended adjustments.

³ The Average Contribution Per Unit Per Month reflects the Recommended Annual Reserve Contribution divided by the total number of units in the community.



PURPOSE OF A RESERVE STUDY

The purpose of a Reserve Study is to recommend a reasonable annual reserve contribution rate made by a common interest community to its reserve account. Reserve accounts are established to fund major maintenance, repair, and replacement of common elements, including limited common elements, expected within the next thirty years. A Reserve Study is intended to project availability of adequate funds for the replacement or major repair of any significant component of the property as it becomes necessary without relying on special assessments. It is a budget planning tool which identifies the current status of the reserve account and a stable and equitable Funding Plan to offset the anticipated future major shared expenditures. Each reserve component is

evaluated to determine the current condition, the remaining useful life, and the estimated replacement cost. This information is combined into a spreadsheet to determine funding requirements and establish the annual contribution rate needed to minimize the potential for special assessments. All costs and annual reserve fund balances are shown with adjustments for annual inflation and interest earned. Ideally, an even level of contributions is established that maintains a positive balance in the reserve account over the timeline the study examines. Annual updates are key to keeping up with current trends in component pricing, inflation and interest rates, actual timing of maintenance experienced and the community's risk tolerance.

A Reserve Study also calculates a theoretical "Fully Funded Balance". Fully Funded Balance is the sum total of the reserve components' depreciated value using a straight-line depreciation method.

To calculate each component's depreciated value:

$$\text{Depreciated Value} = \text{Current Replacement Cost} \times \frac{\text{Effective Age}}{\text{Expected Useful Life}}$$

By comparing the actual current reserve fund balance, to the theoretical Fully Funded Balance a Percent Fully Funded is derived.

OUR APPROACH TO A RESERVE STUDY

Reserve Consultants LLC employs a "Reasonable Approach" when evaluating reserve components to draft a study that is of greatest value to our clients. This means we attempt to predict, based on the costs involved and the client's objectives, what a reasonable person will decide to have done when maintenance, repairs, or replacement become necessary. For example, a reasonable person will not replace a fence when it only

needs to be repainted. The benefit of this is that reserve contributions are minimized to allow for what is most likely to occur. Our studies are not based on a worst-case scenario, but rather on what we expect is most likely to occur. Our approach assumes minor repairs will be completed as they occur before they become major problems.



LEVELS OF RESERVE STUDIES

Level 1: The first level, an initial Reserve Study, must be based upon a visual site inspection conducted by a Reserve Study Professional. This is also known as a full Level 1 Reserve Study with a site visit.

Level 2: Thereafter at least every three years, an updated Reserve Study must be prepared, which again is based upon a visual site inspection conducted by a Reserve Study Professional. This is also known as a Level 2 update with a site visit.

Level 3: As noted earlier, the Association is required to update its Reserve Study every year. However, in two of the three years, the annual updates do not require a site visit. This is also known as a Level 3 update without a site visit.

Level 4: The Community Associations Institute defines a Level 4 reserve study for communities under construction as a Preliminary, Community Not Yet Constructed reserve study.

This study
is a Level 3
Reserve Study
Update without a
Site Visit

The next required update
for Umbrella Association
is a **Level 2 study by July,
2025.**

SOURCES USED IN COMPILING THIS REPORT

Reserve Consultants LLC has provided reserve studies and construction services since 1992 and base component repair and replacement costs on this extensive experience and information provided by the Association. Sources used include:

- Review of previous reserve study report(s)
- Input provided by Tim Boone
- Review of a list of components the community is responsible for
- Generally accepted construction, maintenance, and repair guidelines

Measurements and take-offs used in the report are collected using a variety of methods. Our preference is to collect information from as-built drawings. If drawings are not available, measurements are taken from Google Earth and on-site; quantities of components are confirmed on-site. For updates, Umbrella Association is considered to have deemed previously developed component quantities as accurate and reliable.

Information provided by Umbrella Association regarding ongoing maintenance or repair being performed is included in the component summary notes. This information impacts estimated costs, maintenance cycles and useful life for the components.

The current replacement cost is an estimate and actual costs may vary. Material selection, timing of the work, and requirements for Architectural services or construction management can impact cost projections. Expenses related to common interest communities are typically higher than other multi-family construction types, often due to the elevated insurance requirements contractors must carry. All estimates assume that a licensed and bonded contractor will be utilized to complete the work due to liability issues. Regional cost factors are applied as appropriate.



GOVERNMENT REQUIREMENTS FOR A RESERVE STUDY

The Washington State government requires that the following disclosure be included in every Reserve Study (RCW 64.34.382§3 & RCW 64.38.070§3):

"This reserve study should be reviewed carefully. It may not include all common and limited common element components that will require major maintenance, repair, or replacement in future years, and may not include regular contributions to a reserve account for the cost of such maintenance, repair, or replacement. The failure to include a component in a reserve study, or to provide contributions to a reserve account for a component, may, under some circumstances, require you to pay on demand as a special assessment your share of common expenses for the cost of major maintenance, repair, or replacement of a reserve component."

The requirements of RCW 64.34 (Condo Act) and RCW 64.38 (Homeowners' Association Act) can be found on the Washington State Legislature's website. Effective July 1, 2018, the Washington Uniform Common Interest Ownership Act (WUCIOA) has impacted all common interest communities. Our reserve studies also comply with WUCIOA. WUCIOA requires the following disclosure in every Reserve Study (RCW 64.90.550 § 3):

"This reserve study should be reviewed carefully. It may not include all common and limited common element components that will require major maintenance, repair, or replacement in future years, and may not include regular contributions to a reserve account for the cost of such maintenance, repair, or replacement. The failure to include a component in a reserve study, or to provide contributions to a reserve account for a component, may, under some circumstances, require the association to (1) defer major maintenance, repair, or replacement, (2) increase future reserve contributions, (3) borrow funds to pay for major maintenance, repair, or replacement, or (4) impose special assessments for the cost of major maintenance, repair, or replacement."

We understand that common interest properties are to follow the budget ratification process outlined in RCW 64.90.525. Specifically,

"Within thirty days after adoption of any proposed budget for the common interest community, the board must provide a copy of the budget to all the unit owners and set a date for a meeting of the unit owners to consider ratification of the budget not less than fourteen nor more than fifty days after providing the budget. Unless at that meeting the unit owners of units to which a majority of the votes in the association are allocated or any larger percentage specified in the declaration reject the budget, the budget and the assessments against the units included in the budget are ratified, whether or not a quorum is present."

RCW 64.90.525 §2 states that the copy of the budget must include:

- (d) the current amount of regular assessments budgeted for contribution to the reserve account;
- (e) A statement of whether the association has a reserve study that meets the requirements of RCW 64.90.550 of this act and, if so, the extent to which the budget meets or deviates from the recommendations of that reserve study; and
- (f) The current deficiency or surplus in reserve funding expressed on a per unit basis.

Reserve Consultants will prepare a Reserve Disclosure that covers the requirements of RCW 64.90.525 §2 (d) - (f) **if requested within one year of when the draft report of the Reserve Study was issued.** Once Umbrella Association has **provided the required information in RCL's format**, the Reserve Disclosure will be compiled at no additional charge for inclusion with the budget ratification package.



LIMITATIONS AND ASSUMPTIONS OF A RESERVE STUDY

This Reserve Study is not a report on the condition of the assets maintained by Umbrella Association, or a detailed report of necessary maintenance to the assets. It is also not an investigation into or comment on the quality of construction of the reserve components, or whether the construction complies with the building code or the requirements of Washington State requirements common interest properties, including the Washington Uniform Common Interest Ownership Act (WUCIOA).

The component list is based on information provided by Umbrella Association. Reserve Consultants LLC does not provide legal interpretations of governing documents or auditing services on account information provided.

Material issues that are not disclosed to Reserve Consultants LLC could cause a distortion of Umbrella Association's reserve fund standing. Furthermore, Reserve Consultants LLC can only be aware of preventative maintenance plans or programs that have been disclosed by Umbrella Association. An audit or evaluation of any maintenance plan or maintenance contract is outside the scope of services performed by a Reserve Specialist.

Necessary corrective maintenance costs and timing will be incorporated into the report if the most recent structural or other professional inspection reports are provided.

The observations made by Reserve Consultants LLC are limited to a visual inspection of a sample of the reserve components. Unless informed otherwise, our assumption is that the components are constructed in substantial compliance with the building code and to industry standards, and that it will receive ordinary and reasonable maintenance and repair by Umbrella Association. These assumptions include that most reserve components will achieve their normal useful lives for similar components in the Pacific Northwest, and that they will be replaced when necessary to prevent damage to other reserve components.

Conditions may exist that are outside the scope of work for a Reserve Specialist. When conditions outside the reserve study scope of work are noted, Reserve Consultants LLC will make a recommendation regarding further investigations by another professional in the Association Overview and/or Component Summary.

This Reserve Study assumes that the assets will be maintained to keep a good level of appearance, with a special emphasis on retaining the original appearance of the assets to the greatest possible extent. The analysis also assumes that Umbrella Association will replace materials as they are required with good quality materials, installed by qualified, licensed, contractors. We further assume that the assets will experience the full typical useful life for the new materials installed.

The long-term nature of this study requires that certain assumptions and predictions be made about future events. Since there can be no guarantee that these future events will occur as assumed, this analysis must be viewed considering the circumstances under which it was conducted. A reasonable effort has been made to ensure that the conclusions of this report are based on reliable information and sound reasoning.

This report should be updated annually with actual repair costs, reserve fund balances, etc. Every three years it should be updated with a site inspection and professional review. Regular updating will allow changes based on actual occurrences and adjustments for the cost of repairs to be incorporated into the annual reserve contributions. This will allow any savings or additional costs to be properly allocated among unit owners.



INFLATION AND INTEREST RATE PROJECTIONS

When making estimates on the future inflation and interest rates, we use a staggered approach for more flexibility in reflecting future economic projections. Inflation and interest rate projections are updated annually.

For inflation, we have historically followed the construction industry inflation rates published by RS Means, which differ from the consumer inflation index. For 2024 we have adjusted the RS Means published inflation index to reflect values that are more representative of inflation experienced in the Pacific Northwest, as indicated by recent construction bids and by publications by local contractors. The average annual construction inflation increase since 1993 is 3.47%.

We do not apply inflation to the recommended reserve contribution in Year 1 since this is the first year at the recommended contribution rate. Inflation applied to the components on the inflated spreadsheet is compounded annually; the values are listed for each year at the bottom of the inflated spreadsheet.

For interest rates, we analyze the historical data provided by the Board of Governors of the Federal Reserve. The average annual interest rate since 1993 is 2.48%. The interest for common interest properties is typically lower than average due to conservative investing options that are usually employed by common interest properties.

CONTRIBUTION & EXPENSE INFLATION AND INTEREST PROJECTIONS

YEARS APPLIED	CONTRIBUTION ACCELERATOR	RESERVE CONTRIBUTION INFLATION	RESERVE EXPENSE INFLATION	INTEREST RATE
Year 0 (2024)	0%	0%	0%	1.0%
Year 1 (2025)	0%	0%	3.0%	1.0%
Year 2 (2026) through Year 10 (2034)	0%	3.5%	3.5%	2.5%
Year 11 (2035) through Year 30 (2053)	0%	3.5%	3.5%	2.5%

A contribution accelerator applies an additional annual increase to the reserve contribution above the inflation rate assumption to help increase the reserve fund balance without the need for a special assessment. This is not a strategy that is typically employed.



DISCLOSURES

1. Reserve Consultants LLC also provides construction inspection services for common interest properties and does design and construction oversight for major repair projects, including roofing, decks and building envelope replacement.
2. No shareholder or employee of Reserve Consultants LLC has any interest in, or obligation to, any construction company, management company, or development entity that creates common interest properties; nor is there any involvement with Umbrella Association which could result in a conflict of interest.
3. Reserve Consultants LLC has been a member of the Community Associations Institute since about 1993, and has worked with a variety of management companies, common interest properties, and other types of clients in Washington State.
4. This report and analysis are based upon observations of the visible and apparent condition of the building and its major components on the date of the inspection. Although care has been taken in the performance of this inspection, Reserve Consultants LLC (and/or its representatives) make no representations regarding latent or concealed defects which may exist, and no warranty or guarantee is expressed or implied. This report is made only in the best exercise of our ability and judgment. Conclusions in this report are based on estimates of the age and normal working life of various items of equipment and appliances. Predictions of life expectancy and the balance of useful life are necessarily based on industry and/or statistical comparisons. It is essential to understand that actual conditions can alter the useful life of any item. The previous use or misuse, irregularity of servicing, faulty manufacture, unfavorable conditions, acts of God, and unforeseen circumstances make it impossible to state precisely when each item would require replacement. The client herein should be aware that certain components within the above referenced property may function consistent with their purpose at the time of inspection, but due to their nature, are subject to deterioration without notice.
5. Unless otherwise noted, all reserve components are assumed to meet the building code requirements in force at the time of construction. Any on-site inspection should not be considered a project audit or quality inspection.
6. Conclusions reached in this report assume responsible ownership and competent management of the property. Information provided by others is believed to be reliable. Information provided by others was not audited; we assume no responsibility for accuracy thereof.
7. The reserve study reflects information provided to the consultant and assembled for Umbrella Association's use, not for the purpose of performing an audit, quality/forensic analyses, or background checks of historical record.
8. Reserve study updates are based on information collected for the previous reserve study analysis. It is assumed that quantities remain the same. Estimated costs and timing for maintenance are adjusted from the previous report according to inflation factors indicated and information provided by Tim Boone.
9. Reserve Consultants LLC shall incur no civil liability for performing the physical or financial portions of a reserve study.
10. Structural integrity evaluations are not included in the reserve study unless otherwise noted.
11. The Community Associations Institute (CAI) encourages every common interest community to have a preventative maintenance plan prepared in conjunction with the reserve study to positively impact life cycle costs and structural safety. The plan should include all applicable common elements, not just those components included in the reserve study.



GLOSSARY OF TERMS

Allocated Interests - the following interests allocated to each unit: (a) In a condominium, the undivided interest in the common elements, the common expense liability, and votes in the association; (b) In a cooperative, the common expense liability, the ownership interest, and votes in the association; and (c) In a plat community and miscellaneous community, the common expense liability and the votes in the association, and also the undivided interest in the common elements if owned in common by the unit owners rather than an association. RCW 64.90.010 §2.

Assessment - all sums chargeable by the association against a unit, including any assessments levied pursuant to RCW 64.90.480, fines or fees levied or imposed by the association pursuant to this chapter or the governing documents, interest and late charges on any delinquent account, and all costs of collection incurred by the association in connection with the collection of a delinquent owner's account, including reasonable attorneys' fees. RCW 64.90.010 §3.

Association or Unit Owners Association - the unit owners association organized under RCW 64.90.400 of WUCIOA and, to the extent necessary to construe sections of this chapter made applicable to common interest communities pursuant to RCW 64.90.080, 64.90.090, or 64.90.095 of WUCIOA, the association organized or created to administer such common interest communities. RCW §64.90.010 §4.

Baseline Funding Plan - A reserve contribution rate that is constant, increasing with inflation, to provide funds for all anticipated reserve expenses so that no special assessments are required for 30 years, but with no excess funds some years.

Board - the body, regardless of name, designated in the declaration, map, or organizational documents, with primary authority to manage the affairs of the association. RCW §64.90.010 §6.

Building Codes - Nationally recognized standards used to gauge the acceptability of a particular material or building procedure. Typically, if something is built to "code," it is acceptable to all concerned. Some often-used codes are International Building Code (IBC) (applicable to most multifamily housing), International Residential Code (IRC) (applicable to one- and two-family structures), Washington Energy Code, National Electric Code (NEC), Uniform Plumbing Code (UPC), and the National Fire Protection Association Standards (NFPA). These are usually amended slightly by each city or county.

Building Component - see "Reserve Component".

Component Number - A number assigned to each building component that allows grouping of like components. The numbers are based roughly on the Construction Specification Institute system.

Common Elements - (a) In a condominium or cooperative, all portions of the common interest community other than the units; (b) In a plat community or miscellaneous community, any real estate other than a unit within a plat community or miscellaneous community that is owned or leased either by the association or in common by the unit owners rather than an association; and (c) In all common interest communities, any other interests in real estate for the benefit of any unit owners that are subject to the declaration. RCW §64.90.010 §7.

Common Expense - any expense of the association, including allocations to reserves, allocated to all the unit owners in accordance with common expense liability. RCW §64.90.010 §8.

Common Expense Liability - the liability for common expenses allocated to each unit pursuant to RCW 64.90.235. RCW §64.90.010 §9.

Common Interest Community - real estate described in a declaration with respect to which a person, by virtue of the person's ownership of a unit, is obligated to pay for a share of real estate taxes, insurance premiums, maintenance, or improvement of, or services or other expenses related to, common elements, other units, or other real estate described in the declaration. "Common interest community" does not include an arrangement described in RCW 64.90.110 or RCW 64.90.115. A common interest community may be a part of another common interest community. RCW §64.90.010 §10.

Condition Assessment of Components - a visual, non-invasive evaluation of a sampling of the components, completed by a reserve professional during the site visit. The evaluation may also take into consideration information provided by the community representative. The last observed or reported condition will be used until another site visit is conducted.

Excellent - very close to new condition, recently installed, and/or no maintenance required prior to the end of typical maintenance cycle; the component should achieve a full useful life cycle.



Good – fit for the intended purpose, no visible damage, and/or meets expected performance standards within the maintenance cycle; the component is expected to attain a full useful life cycle.

Good/Fair – in working condition, minor damage visible, and/or minor maintenance anticipated within typical maintenance cycle; without maintenance the component may not achieve a full useful life cycle.

Fair – has been modified or repaired, and/or effects of age/utilization requires shorter than typically specified maintenance cycle; without maintenance the component will not achieve a full useful life cycle.

Fair/Poor – requires general repairs and/or some replacement of minor elements at a shortened maintenance cycle; the component is close to the end of its useful life cycle.

Poor – visible damage, current condition does not meet expectations, and/or extensive repairs and replacement required; the component is at the end of its useful life cycle.

Not Observed – access was not available for a visible inspection, e.g. an exterior deck or pitched roof.

Serviceable – the component is not obsolete and can reasonably be repaired or maintained to achieve a full useful life cycle.

Reported Good – the representative reported the component to be in good/working condition; the reserve professional did not directly observe the component at the time of the site visit.

N/A – not applicable, e.g. an inspection or a component that is no longer budgeted in the report.

Contribution Rate - the amount contributed to the reserve account so that the association will have cash reserves to pay major maintenance, repair, or replacement costs without the need for a special assessment. RCW 64.34.020 (10), RCW 64.38.010 (6)

Constant Dollars - costs and contributions are provided in today's dollars, no matter how far in the future they occur. Inflation and interest are not factored in.

Effective Age - the difference between the useful life and the remaining useful life. RCW 64.34.020 §19, RCW 64.38.010 §7 & RCW §64.90.010 §21.

Full Funding Plan - a reserve funding goal of achieving one hundred percent fully funded reserves by the end of the thirty-year study period described under RCW64.90.550 of WUCIOA, in which the reserve account balance equals the sum of the estimated costs required to maintain, repair, or replace the deteriorated portions of all reserve components. RCW §64.90.010 §25.

Fully Funded Balance - the current value of the deteriorated portion, not the total replacement value, of all the reserve components. The fully funded balance for each reserve component is calculated by multiplying the current replacement cost of that reserve component by its effective age, then dividing the result by that reserve component's useful life. The sum of all reserve components' fully funded balances is the community's fully funded balance. RCW 64.34.020 §22, RCW 64.38.010 §10 & RCW §64.90.010 §26.

Inflated Dollars - as opposed to constant dollars, inflated dollars recognize that costs in the future will probably be higher than today because each dollar will buy fewer goods and services. A rate of inflation must be assumed and applied to all future costs. Also referred to as future cost.

Inflation Multiplier - 100% plus the assumed rate of inflation. Thus, for an assumed yearly inflation rate of 5%, the "multiplier" would be 105% or 1.05 if expressed as a decimal number rather than as a percentage. Each successive year the previous year's "multiplier" is multiplied by this number to arrive at the next year's "multiplier."

Interest Rate Multiplier - The assumed rate of interest earned on the average annual reserve bank account balance. Thus, 4% interest would be 0.04 expressed as a decimal number. A rate of interest earned must be assumed for all future years. Typically this is lower than the rate of inflation.

Limited Common Element - a portion of the common elements allocated by the declaration or by operation of RCW 64.90.210 §1(b) or §2 for the exclusive use of one or more, but fewer than all, of the unit owners. RCW §64.90.010 §30.

Unit owners may be responsible for the cost to repair and maintain limited common elements, so those costs may not appear in a Reserve Study.

Maintenance Cycle – the frequency of maintenance on a component to reach or extend its Useful Life. Often shorter than the full "Useful Life" for repairs that occur in lieu of complete replacement.



Next Repair – the next time the “Repair Cycle” starts with work on a component.

Nominal Reserve Costs – the current estimated total replacement costs of the reserve components are less than fifty percent of the annual budgeted expense of the association, excluding contributions to the reserve funds, for a condominium or cooperative containing horizontal unit boundaries and less than seventy five percent of the annual budgeted expenses of the association, excluding contributions to the reserve fund for all other common interest communities. RCW §64.90.010 §34.

Percent Fully Funded – The percentage of the “Fully Funded Balance” which the current condominium Reserve Account actually has in it.

RCL Database – A database of maintenance cycles and unit costs compiled and constantly updated by RCL, based on information gathered since 1992 from our reserve study and construction service clients.

RCW – the Revised Code of Washington.

RCW 64.34 is the Washington Condominium Act, the statute that governs ‘New Act’ common interest properties formed between July 1, 1990 and June 30, 2018.

RCW 64.38 is the Washington Homeowners’ Act, the statute that governs homeowners’ common interest properties formed prior to June 30, 2018.

RCW 64.90 is the Washington Uniform Common Interest Ownership Act (WUCIOA) and governs common interest properties formed after July 1, 2018 and requires all common interest properties in Washington State to comply with RCW 64.90.525.

Remaining useful life - the estimated time, in years, that a reserve component can be expected to continue to serve its intended function. RCW 64.34.020 §31, RCW 64.38.010 §15. Or the estimated time before a reserve component will require major maintenance, repair or replacement to perform its intended function. RCW §64.90.010 §44.

Replacement Cost - the current cost of replacing, repairing, or restoring a reserve component to its original functional condition. RCW 64.34.020 §32, RCW 64.38.010 §16.

Or the estimated total cost to maintain, repair, or replace a reserve component to its original functional condition. RCW §64.90.010 §45.

Reserve Account - Money set aside for future repair and replacement projects. For common interest properties, the RCW requires a separate Reserve Account to be maintained to hold reserves to fund repair or replacement of Reserve Components.

Reserve Component - common elements whose cost of maintenance, repair, or replacement is infrequent, significant, and impractical to include in an annual budget. RCW 64.34.020 §34, RCW 64.38.010 §18.

Or a physical component of the common interest community which the association is obligated to maintain, repair, or replace, which has an estimated useful life of less than thirty years, and for which the cost of such maintenance, repair or replacement is infrequent, significant, and impractical to include in an annual budget. RCW §64.90.010 §46.

Reserve Contribution Rate - The amount of money saved to fund replacement costs for maintenance and repairs of common elements. See “Contribution Rate”. Current contributions and Recommended contributions may be different.

Reserve Specialist – A designation for those professionals who have met the standards established by Community Associations Institute (www.caionline.org) for Reserve Study providers.

Reserve Study - A physical assessment of a building and a subsequent report which estimates the anticipated major maintenance, repair, and replacement costs, whose infrequent and significant nature make them impractical to be included in an annual budget, which will need to be repaired or replaced over the next 30 years. It provides estimates of these replacement costs and details of expected annual expenditure. It is used to calculate the Reserve Contribution Rate required to maintain a facility in good condition both functionally and cosmetically. The Washington Condominium Act sets out requirements for annual reserve studies.

Reserve Study Professional - means an independent person suitably qualified by knowledge, skill, experience, training, or education to prepare a reserve study in accordance with RCW 64.34.020 §35, RCW 64.38.010 §17, RCW 64.90.545 and RCW 64.90.550. For the purposes of WUCIOA, “independent” means a person who is not an employee, officer, or director, and has no pecuniary interest in the declarant, association, or any other party for whom the reserve study is prepared. RCW §64.90.010 §47.

Roofing Square - A roofing industry term meaning 100 square feet.

Special Assessment - A levy against all unit owners that is necessary when a needed repair/replacement/upgrade has not been planned for, and for which insufficient money has been saved.



Threshold Funding (contribution rate) - A Reserve Contribution Rate that is constant, increasing with inflation, to provide funds for all anticipated Reserve Expenses for the life of the study, but leaving a minimum level of Reserves (the "threshold") at all times. Our default minimum threshold is one year's contribution.

Typ. - Abbreviation for 'typical'; used on photographs and in text to refer to a condition that is shown or described once but applies to many locations.

Typical Life - An average expected life for an average building component. As in any statistical average, there is a range of years over which each individual item might fall.

Useful life - the estimated time, in years, that a reserve component can be expected to serve its intended function. RCW 64.34.020 §40 & RCW 64.38.010 §20 or the estimated time during which a reserve component is expected to perform its intended function without major maintenance, repair or replacement. RCW §64.90.010 §59.

Year End Reserve Balance or Reserve Fund Balance - What is projected to be left in the reserve account after the expected yearly expenses and contributions are added to the prior year's carryover balance. Assumes that the reserve contributions and expenses occur as predicted.

Yearly Expenses - The total labor and material costs associated with all the repairs/maintenance that are scheduled in that particular year.

30 Year Spreadsheet - A summary listing each building component and its yearly cost to maintain/repair over the next 30 years. It also lists the annual reserve fund balance, reserve contributions, reserve expenses and bank interest earned on the calculated reserve fund balance.



EVALUATORS' CREDENTIALS

Denise Dana

Principal
Reserve Consultants LLC

B.S. Education,
M. Architecture

Washington Registered
Architect, #8702

LEED Accredited Professional
Reserve Specialist, #291

Denise Dana first obtained licensure as an Architect and became a LEED accredited professional in 2003. She is currently a licensed Architect in the State of Washington and is certified by the National Council of Architectural Registration Boards. With over twenty years of experience in architecture, her resume includes a variety of project types ranging from residential to corporate. She has worked through all phases of construction including design development, construction documentation and construction administration with project budgets varying from a few thousand dollars to over sixty million dollars. Denise has been conducting reserve studies since joining Reserve Consultants in 2008; in 2011 she was recognized as a 'Reserve Specialist' by the Community Associations Institute.



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

			14-Jul-24					
			STARTING RESERVE BALANCE	\$488,894	\$480,672	\$1,036,365	\$1,187,311	\$1,418,245
			ANNUAL RESERVE CONTRIBUTION	\$867,100	\$897,449	\$928,859	\$961,369	\$995,017
			ESTIMATED INTEREST EARNED	\$4,824	\$18,729	\$27,453	\$32,167	\$41,155
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$1,360,818	\$1,396,849	\$1,992,677	\$2,180,848	\$2,454,417
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	1 2025	2 2026	3 2027	4 2028	5 2029
U 2.3.1	Irrigation Controllers - Replace	20	0					
U 2.6.1	Asphalt Pavement - Repair	1	1	\$185,750	\$192,251	\$198,980	\$205,945	\$213,153
U 2.6.2	Asphalt Pavement - Future Repair	25	33					
U 2.6.3	Tennis Court - Color Coat	8	1	\$16,418				
U 2.7.1	Perimeter Fencing - Maintenance	1	0	\$48,132				
U 2.8.1	Benches - Maintenance	5	2		\$14,850			
U 2.9.1	Lawns & Landscaping - Renovation	4	3			\$128,917		
U 2.9.2	Landscape - Drainage	5	4				\$266,858	
U 2.9.3	Putting Green - Maintenance	10	0					
U 2.9.4	Gravel Trails - Maintenance	10	7					
U 2.9.5	Pea Patch - Major Renovation	20	3			\$89,074		
U 2.9.6	Arbor Replacement	3	0			\$38,673		
U 3.3.1	Concrete Pavement - Maintenance	3	1	\$201,798			\$223,737	
U 3.4.1	Retaining Wall - Contingency	5	2		\$64,261			
U 5.4.1	Exterior Rails - Maintenance	5	4				\$13,772	
U 6.2.1	Guardhouse Building - Maintenance	10	9					
U 16.3.2	Radio Repeater - Maintenance	30	7					
U 16.5.1	Generator - Guardhouse - Replace	15	9					
U 16.6.1	Exterior Street Lighting - Replace	20	10					
U 16.8.1	Bollards - Selective Replacement	10	3			\$34,061		
U 18.1.1	Automatic Door Operators - Update	15	5					\$45,186
U 18.1.2	Security System, Guardhouse/Maintenance Shop - Update	10	7					
U 18.1.3	Key Track System - Install/Upgrades	20	15					
U 18.2.1	Gate Controls & Entry Gates - Maintenance	5	0					\$22,102
U 18.2.2	Gate Motors - Major Maintenance	5	1	\$23,855				
U 18.2.3	Entry System, Entry Gates - Replace	15	14					
U 18.2.4	Loop Detectors, Entry Gates - Replace	15	9					
TH 6.1.1	Deck Vinyl, Town Hall - Replace	20	13					
TH 6.2.2	Building Exterior, Town Hall - Maintenance	7	3			\$39,875		
TH 6.2.3	Deck Awning, Town Hall - Replace	12	6					
TH 6.2.4	Gazebo, Town Hall - Maintenance	15	9					
TH 7.4.1	Metal Roof, Town Hall - Replace	30	20					
TH 7.4.2	Shingle Roof, Town Hall - Replace	25	19					
TH 11.4.1	PMO Washer/Dryer - Replace	20	15					
TH 11.4.2	"Our Place" Oven/Range - Replace	15	6					
TH 11.4.3	"Our Place" Oven/Griddle - Replace	15	6					
TH 11.4.4	"Our Place" Freezer - Replace	15	6					
TH 11.4.5	"Our Place" Steam Table - Replace	15	6					
TH 11.4.6	"Our Place" Refrigerator & Microwave	15	6					
TH 11.5.1	Audio/Visual Equipment, Town Hall - Upgrades	10	1	\$26,471				
TH 12.1.1	"Our Place" Tables & Chairs - Replace	15	9					
TH 12.6.1	Basement Sheet Vinyl Flooring - Replace	20	5					\$28,284
TH 12.6.2	First Floor Flooring, Town Hall - Replace	10	5					\$12,328
TH 12.6.3	Real Estate Office Carpet - Replace	10	5					\$4,373
TH 12.6.4	Commercial Space Flooring - Replace	10	5					\$9,822
TH 12.6.5	Kitchen Floor, Town Hall - Replace	15	6					
TH 12.6.6	Second Floor Carpet, Town Hall - Replace	10	1	\$28,747				
TH 12.7.1	Office Equipment, Town Hall - Update	3	3			\$8,805		
TH 12.8.1	Interior Walls, Town Hall - Paint	10	3			\$15,723		
TH 12.9.1	Basement Kitchenette, Town Hall - Refurbish	20	6					
TH 12.9.2	"Our Place" - Town Hall - Refurbish	15	9					
TH 14.1.1	Elevator/Controls, Town Hall - Full Modification	30	27					
TH 14.1.2	Elevator Cab - Refurbish	15	3			\$25,786		
TH 15.5.1	Cooling Tower, Town Hall - Replace	25	9					
TH 15.5.2	Cooling Tower Pump, Town Hall - Maint.	5	1	\$6,355				
TH 15.5.3	Heat Pumps, Town Hall - Replace	5	0					\$62,135
TH 15.5.4	Boiler, Town Hall - Town Hall	10	6					
TH 15.5.5	Mitsubishi A/C, Town Hall - Contingency	15	1	\$16,511				
TH 15.5.6	Sanyo A/C, Town Hall - Contingency	15	0					
TH 15.5.7	Elevator Equipment Room HVAC - Repair/Replace	15	12					



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

14-Jul-24

			STARTING RESERVE BALANCE	\$488,894	\$480,672	\$1,036,365	\$1,187,311	\$1,418,245	
			ANNUAL RESERVE CONTRIBUTION	\$867,100	\$897,449	\$928,859	\$961,369	\$995,017	
			ESTIMATED INTEREST EARNED	\$4,824	\$18,729	\$27,453	\$32,167	\$41,155	
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0	
			ACCUMULATED CREDITS	\$1,360,818	\$1,396,849	\$1,992,677	\$2,180,848	\$2,454,417	
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	1 2025	2 2026	3 2027	4 2028	5 2029	
TH 16.3.1	Electrical System - Contingency	25	8						
TH 17.8.1	Fire Protection System - Upgrade/Replace	20	18						
CH 6.2.5	Building Exterior, Clubhouse - Maintenance	10	6						
CH 7.4.4	Roof, Clubhouse - Replace	25	10						
CH 11.2.1	Exercise Equipment, Clubhouse - Replace	10	3			\$14,333			
CH 12.1.2	Kitchen, Clubhouse - Refurbish	20	10						
CH 12.1.3	Bathrms/Locker Rms, Clubhouse - Remodel	20	15						
CH 12.1.4	Outdoor Kitchen, Clubhouse - Refurbish	10	9						
CH 12.6.7	Flooring, Clubhouse - Replace	15	10						
CH 12.8.2	Interiors, Clubhouse - Paint	15	10						
CH 12.8.3	Furnishings, Clubhouse - Refurbish	10	6						
CH 13.1.1	Pool Access Chair - Replace	12	11						
CH 13.2.1	Pool Surface - Plaster & Repair Coping	15	3			\$48,769			
CH 13.2.2	Spa Surface - Plaster & Repair Coping	10	8						
CH 13.3.1	Pool Purification System - Contingency	20	8						
CH 13.3.2	Pool Pump - Replace	3	1	\$9,074			\$10,061		
CH 13.3.3	Spa Pump - Replace	4	3			\$6,642			
CH 13.3.4	Pool & Spa Equipment - Replace	10	6						
CH 13.3.5	Pool Boiler - Replace	10	5					\$12,292	
CH 13.3.6	Spa Boiler - Replace	7	6						
CH 15.5.8	HVAC, Clubhouse Pool Room - Contingency	18	6						
CH 15.5.9	HVAC, Clubhouse Main Building - Contingency	15	10						
CH 16.5.2	Generator - Clubhouse - Replace	15	0						
CH 16.6.2	Parking Lot Lighting - Clubhouse - Replace	15	9						
NC 6.2.6	Building Exterior, N. Community - Maintenance	10	3			\$15,723			
NC 7.4.6	Roof, N. Community Building - Replace	25	8						
NC 12.1.5	Interiors, North Community Building - Refurbish	10	1	\$16,068					
NC 15.5.10	HVAC, N. Community Bldg. - Replace	15	1	\$13,380					
NC 16.5.3	Generator - North Comm. Bldg - Replace	15	9						
NC 16.6.3	Parking Lot Lighting - N. Comm. Bldg - Replace	15	9						
SC 6.2.7	Building Exterior, S. Community - Maintenance	10	7						
SC 7.4.7	Roof, S. Community Building - Replace	25	5					\$30,565	
SC 11.4.7	Dishwasher, S. Community Bldg. - Replace	15	8						
SC 12.1.6	Interiors, South Community Building - Refurbish	10	1	\$16,068					
SC 15.5.11	HVAC, S. Community Bldg. - Contingency	15	0						
SC 16.5.4	Generator - South Comm. Bldg - Replace	15	10						
M 2.7.2	Maintenance Shop Fence - Repair/Replace	40	36						
M 6.2.8	Maintenance Shop Structures - Maintenance	35	10						
M 6.2.9	Exterior Siding & Trim, Bus Barn - Paint	10	6						
M 6.2.10	Siding & Trim, Bus Barn - Major Maint	40	36						
M 6.2.11	Garage Doors, Bus Barn - Replace	20	1	\$3,018					
M 7.4.8	Roof, Bus Barn - Replace	30	24						
M 11.1.1	Vehicles, 24-Seat Bus - Replace	10	1	\$178,870					
M 11.1.2	Vehicles, Ford Escape - Replace	10	6						
M 11.1.3	Vehicles, Ford Ranger - Replace	10	1	\$48,225					
M 11.1.4	Vehicles, Ford F-250 - Replace	10	5					\$83,635	
M 11.1.5	Snow Plow - Replace	10	5					\$15,212	
M 11.1.6	Vehicles, Transit Van - Replace	10	3			\$44,355			
M 11.1.7	Vehicles, Transit Van - Replace	10	1	\$41,406					
M 11.1.8	Vehicles, Ford F-150 - Replace	10	4				\$42,230		
M 11.1.9	Vehicles, E-2500 Cargo Van - Replace	10	2		\$44,561				
M 11.1.10	Vehicles, E-2500 Cargo Van - Replace	10	2		\$44,561				
U 2.6.2	Backflow Preventor - Maintenance	3	0			\$95,650			
TOTAL ANTICIPATED ANNUAL RESERVE EXPENSES				\$880,146	\$360,484	\$805,366	\$762,603	\$539,087	
ACCUMULATED CREDITS				\$1,360,818	\$1,396,849	\$1,992,677	\$2,180,848	\$2,454,417	
ACCUMULATED DEBITS				\$880,146	\$360,484	\$805,366	\$762,603	\$539,087	
YEAR-END BALANCE				\$480,672	\$1,036,365	\$1,187,311	\$1,418,245	\$1,915,330	
YEARS		1	2-10	11-30	1 (2025)	2 (2026)	3 (2027)	4 (2028)	5 (2029)
CONTRIBUTION INFLATION		0.0%	3.5%	3.5%	0.0%	3.5%	3.5%	3.5%	3.5%
COMPONENT COMPOUND INFLATION		3.0%	3.5%	3.5%	103.0%	106.6%	110.3%	114.2%	118.2%
INTEREST RATE MULTIPLIER		1.0%	2.5%	2.5%	1.0%	2.5%	2.5%	2.5%	2.5%



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

			14-Jul-24					
			STARTING RESERVE BALANCE	\$1,915,330	\$1,662,384	\$1,503,462	\$1,788,294	\$1,770,136
			ANNUAL RESERVE CONTRIBUTION	\$657,243	\$680,246	\$704,055	\$728,697	\$754,201
			ESTIMATED INTEREST EARNED	\$44,169	\$39,085	\$40,639	\$43,931	\$42,752
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$2,616,742	\$2,381,715	\$2,248,156	\$2,560,922	\$2,567,090
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	6 2030	7 2031	8 2032	9 2033	10 2034
U 2.3.1	Irrigation Controllers - Replace	20	0					
U 2.6.1	Asphalt Pavement - Repair	1	1	\$220,613	\$228,334	\$236,326		
U 2.6.2	Asphalt Pavement - Future Repair	25	33					
U 2.6.3	Tennis Court - Color Coat	8	1				\$21,620	
U 2.7.1	Perimeter Fencing - Maintenance	1	0					
U 2.8.1	Benches - Maintenance	5	2		\$17,637			
U 2.9.1	Lawns & Landscaping - Renovation	4	3		\$147,935			
U 2.9.2	Landscape - Drainage	5	4				\$316,943	
U 2.9.3	Putting Green - Maintenance	10	0					
U 2.9.4	Gravel Trails - Maintenance	10	7		\$80,919			
U 2.9.5	Pea Patch - Major Renovation	20	3					
U 2.9.6	Arbor Replacement	3	0	\$42,877			\$47,539	
U 3.3.1	Concrete Pavement - Maintenance	3	1		\$248,061			\$275,029
U 3.4.1	Retaining Wall - Contingency	5	2		\$76,322			
U 5.4.1	Exterior Rails - Maintenance	5	4				\$16,357	
U 6.2.1	Guardhouse Building - Maintenance	10	9				\$11,596	
U 16.3.2	Radio Repeater - Maintenance	30	7		\$22,790			
U 16.5.1	Generator - Guardhouse - Replace	15	9				\$10,593	
U 16.6.1	Exterior Street Lighting - Replace	20	10					\$121,357
U 16.8.1	Bollards - Selective Replacement	10	3					
U 18.1.1	Automatic Door Operators - Update	15	5					
U 18.1.2	Security System, Guardhouse/Maintenance Shop - Update	10	7		\$22,132			
U 18.1.3	Key Track System - Install/Upgrades	20	15					
U 18.2.1	Gate Controls & Entry Gates - Maintenance	5	0					\$26,251
U 18.2.2	Gate Motors - Major Maintenance	5	1	\$28,332				
U 18.2.3	Entry System, Entry Gates - Replace	15	14					
U 18.2.4	Loop Detectors, Entry Gates - Replace	15	9				\$23,017	
TH 6.1.1	Deck Vinyl, Town Hall - Replace	20	13					
TH 6.2.2	Building Exterior, Town Hall - Maintenance	7	3					\$50,733
TH 6.2.3	Deck Awning, Town Hall - Replace	12	6	\$17,946				
TH 6.2.4	Gazebo, Town Hall - Maintenance	15	9				\$9,969	
TH 7.4.1	Metal Roof, Town Hall - Replace	30	20					
TH 7.4.2	Shingle Roof, Town Hall - Replace	25	19					
TH 11.4.1	PMO Washer/Dryer - Replace	20	15					
TH 11.4.2	"Our Place" Oven/Range - Replace	15	6	\$11,462				
TH 11.4.3	"Our Place" Oven/Griddle - Replace	15	6	\$8,086				
TH 11.4.4	"Our Place" Freezer - Replace	15	6	\$6,276				
TH 11.4.5	"Our Place" Steam Table - Replace	15	6	\$21,567				
TH 11.4.6	"Our Place" Refrigerator & Microwave	15	6	\$27,818				
TH 11.5.1	Audio/Visual Equipment, Town Hall - Upgrades	10	1					
TH 12.1.1	"Our Place" Tables & Chairs - Replace	15	9				\$23,912	
TH 12.6.1	Basement Sheet Vinyl Flooring - Replace	20	5					
TH 12.6.2	First Floor Flooring, Town Hall - Replace	10	5					
TH 12.6.3	Real Estate Office Carpet - Replace	10	5					
TH 12.6.4	Commercial Space Flooring - Replace	10	5					
TH 12.6.5	Kitchen Floor, Town Hall - Replace	15	6	\$11,670				
TH 12.6.6	Second Floor Carpet, Town Hall - Replace	10	1					
TH 12.7.1	Office Equipment, Town Hall - Update	3	3	\$9,762			\$10,823	
TH 12.8.1	Interior Walls, Town Hall - Paint	10	3					
TH 12.9.1	Basement Kitchenette, Town Hall - Refurbish	20	6	\$17,946				
TH 12.9.2	"Our Place" - Town Hall - Refurbish	15	9				\$48,339	
TH 14.1.1	Elevator/Controls, Town Hall - Full Modification	30	27					
TH 14.1.2	Elevator Cab - Refurbish	15	3					
TH 15.5.1	Cooling Tower, Town Hall - Replace	25	9				\$79,629	
TH 15.5.2	Cooling Tower Pump, Town Hall - Maint.	5	1	\$7,548				
TH 15.5.3	Heat Pumps, Town Hall - Replace	5	0					\$73,797
TH 15.5.4	Boiler, Town Hall - Town Hall	10	6	\$11,047				
TH 15.5.5	Mitsubishi A/C, Town Hall - Contingency	15	1					
TH 15.5.6	Sanyo A/C, Town Hall - Contingency	15	0					
TH 15.5.7	Elevator Equipment Room HVAC - Repair/Replace	15	12					



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

14-Jul-24

			STARTING RESERVE BALANCE	\$1,915,330	\$1,662,384	\$1,503,462	\$1,788,294	\$1,770,136
			ANNUAL RESERVE CONTRIBUTION	\$657,243	\$680,246	\$704,055	\$728,697	\$754,201
			ESTIMATED INTEREST EARNED	\$44,169	\$39,085	\$40,639	\$43,931	\$42,752
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$2,616,742	\$2,381,715	\$2,248,156	\$2,560,922	\$2,567,090
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	6 2030	7 2031	8 2032	9 2033	10 2034
TH 16.3.1	Electrical System - Contingency	25	8			\$45,931		
TH 17.8.1	Fire Protection System - Upgrade/Replace	20	18					
CH 6.2.5	Building Exterior, Clubhouse - Maintenance	10	6	\$31,525				
CH 7.4.4	Roof, Clubhouse - Replace	25	10					\$76,955
CH 11.2.1	Exercise Equipment, Clubhouse - Replace	10	3					
CH 12.1.2	Kitchen, Clubhouse - Refurbish	20	10					\$36,512
CH 12.1.3	Bathrms/Locker Rms, Clubhouse - Remodel	20	15					
CH 12.1.4	Outdoor Kitchen, Clubhouse - Refurbish	10	9				\$31,697	
CH 12.6.7	Flooring, Clubhouse - Replace	15	10					\$35,628
CH 12.8.2	Interiors, Clubhouse - Paint	15	10					\$25,844
CH 12.8.3	Furnishings, Clubhouse - Refurbish	10	6	\$26,240				
CH 13.1.1	Pool Access Chair - Replace	12	11					
CH 13.2.1	Pool Surface - Plaster & Repair Coping	15	3					
CH 13.2.2	Spa Surface - Plaster & Repair Coping	10	8			\$17,023		
CH 13.3.1	Pool Purification System - Contingency	20	8			\$120,430		
CH 13.3.2	Pool Pump - Replace	3	1		\$11,155			\$12,367
CH 13.3.3	Spa Pump - Replace	4	3		\$7,622			
CH 13.3.4	Pool & Spa Equipment - Replace	10	6	\$17,151				
CH 13.3.5	Pool Boiler - Replace	10	5					
CH 13.3.6	Spa Boiler - Replace	7	6	\$7,487				
CH 15.5.8	HVAC, Clubhouse Pool Room - Contingency	18	6	\$278,329				
CH 15.5.9	HVAC, Clubhouse Main Building - Contingency	15	10					\$51,673
CH 16.5.2	Generator - Clubhouse - Replace	15	0					
CH 16.6.2	Parking Lot Lighting - Clubhouse - Replace	15	9				\$5,290	
NC 6.2.6	Building Exterior, N. Community - Maintenance	10	3					
NC 7.4.6	Roof, N. Community Building - Replace	25	8			\$31,778		
NC 12.1.5	Interiors, North Community Building - Refurbish	10	1					
NC 15.5.10	HVAC, N. Community Bldg. - Replace	15	1					
NC 16.5.3	Generator - North Comm. Bldg - Replace	15	9				\$10,593	
NC 16.6.3	Parking Lot Lighting - N. Comm. Bldg - Replace	15	9				\$5,290	
SC 6.2.7	Building Exterior, S. Community - Maintenance	10	7		\$15,346			
SC 7.4.7	Roof, S. Community Building - Replace	25	5					
SC 11.4.7	Dishwasher, S. Community Bldg. - Replace	15	8			\$8,374		
SC 12.1.6	Interiors, South Community Building - Refurbish	10	1					
SC 15.5.11	HVAC, S. Community Bldg. - Contingency	15	0					
SC 16.5.4	Generator - South Comm. Bldg - Replace	15	10					\$17,210
M 2.7.2	Maintenance Shop Fence - Repair/Replace	40	36					
M 6.2.8	Maintenance Shop Structures - Maintenance	35	10					\$70,933
M 6.2.9	Exterior Siding & Trim, Bus Barn - Paint	10	6	\$4,539				
M 6.2.10	Siding & Trim, Bus Barn - Major Maint	40	36					
M 6.2.11	Garage Doors, Bus Barn - Replace	20	1					
M 7.4.8	Roof, Bus Barn - Replace	30	24					
M 11.1.1	Vehicles, 24-Seat Bus - Replace	10	1					
M 11.1.2	Vehicles, Ford Escape - Replace	10	6	\$40,088				
M 11.1.3	Vehicles, Ford Ranger - Replace	10	1					
M 11.1.4	Vehicles, Ford F-250 - Replace	10	5					
M 11.1.5	Snow Plow - Replace	10	5					
M 11.1.6	Vehicles, Transit Van - Replace	10	3					
M 11.1.7	Vehicles, Transit Van - Replace	10	1					
M 11.1.8	Vehicles, Ford F-150 - Replace	10	4					
M 11.1.9	Vehicles, E-2500 Cargo Van - Replace	10	2					
M 11.1.10	Vehicles, E-2500 Cargo Van - Replace	10	2					
U 2.6.2	Backflow Preventor - Maintenance	3	0	\$106,049			\$117,579	
TOTAL ANTICIPATED ANNUAL RESERVE EXPENSES				\$954,358	\$878,253	\$459,862	\$790,786	\$874,289
ACCUMULATED CREDITS				\$2,616,742	\$2,381,715	\$2,248,156	\$2,560,922	\$2,567,090
ACCUMULATED DEBITS				\$954,358	\$878,253	\$459,862	\$790,786	\$874,289
YEAR-END BALANCE				\$1,662,384	\$1,503,462	\$1,788,294	\$1,770,136	\$1,692,801
YEARS	1	2-10	11-30	6 (2030)	7 (2031)	8 (2032)	9 (2033)	10 (2034)
CONTRIBUTION INFLATION	0.0%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
COMPONENT COMPOUND INFLATION	3.0%	3.5%	3.5%	122.3%	126.6%	131.0%	135.6%	140.4%
INTEREST RATE MULTIPLIER	1.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%

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APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

			14-Jul-24					
			STARTING RESERVE BALANCE	\$1,692,801	\$1,781,521	\$2,180,258	\$2,492,893	\$2,913,733
			ANNUAL RESERVE CONTRIBUTION	\$780,598	\$807,919	\$836,196	\$865,463	\$895,754
			ESTIMATED INTEREST EARNED	\$42,893	\$48,911	\$57,693	\$66,748	\$71,087
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$2,516,292	\$2,638,351	\$3,074,147	\$3,425,105	\$3,880,575
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	11 2035	12 2036	13 2037	14 2038	15 2039
U 2.3.1	Irrigation Controllers - Replace	20	0					
U 2.6.1	Asphalt Pavement - Repair	1	1					
U 2.6.2	Asphalt Pavement - Future Repair	25	33					
U 2.6.3	Tennis Court - Color Coat	8	1					
U 2.7.1	Perimeter Fencing - Maintenance	1	0					
U 2.8.1	Benches - Maintenance	5	2		\$20,947			
U 2.9.1	Lawns & Landscaping - Renovation	4	3	\$169,759				\$194,802
U 2.9.2	Landscape - Drainage	5	4				\$376,429	
U 2.9.3	Putting Green - Maintenance	10	0					
U 2.9.4	Gravel Trails - Maintenance	10	7					
U 2.9.5	Pea Patch - Major Renovation	20	3					
U 2.9.6	Arbor Replacement	3	0		\$52,707			\$58,437
U 3.3.1	Concrete Pavement - Maintenance	3	1			\$304,930		
U 3.4.1	Retaining Wall - Contingency	5	2		\$90,647			
U 5.4.1	Exterior Rails - Maintenance	5	4				\$19,427	
U 6.2.1	Guardhouse Building - Maintenance	10	9					
U 16.3.2	Radio Repeater - Maintenance	30	7					
U 16.5.1	Generator - Guardhouse - Replace	15	9					
U 16.6.1	Exterior Street Lighting - Replace	20	10					
U 16.8.1	Bollards - Selective Replacement	10	3			\$48,046		
U 18.1.1	Automatic Door Operators - Update	15	5					
U 18.1.2	Security System, Guardhouse/Maintenance Shop - Update	10	7					
U 18.1.3	Key Track System - Install/Upgrades	20	15					\$91,782
U 18.2.1	Gate Controls & Entry Gates - Maintenance	5	0					\$31,178
U 18.2.2	Gate Motors - Major Maintenance	5	1	\$33,650				
U 18.2.3	Entry System, Entry Gates - Replace	15	14				\$55,946	
U 18.2.4	Loop Detectors, Entry Gates - Replace	15	9					
TH 6.1.1	Deck Vinyl, Town Hall - Replace	20	13			\$77,898		
TH 6.2.2	Building Exterior, Town Hall - Maintenance	7	3					
TH 6.2.3	Deck Awning, Town Hall - Replace	12	6					
TH 6.2.4	Gazebo, Town Hall - Maintenance	15	9					
TH 7.4.1	Metal Roof, Town Hall - Replace	30	20					
TH 7.4.2	Shingle Roof, Town Hall - Replace	25	19					
TH 11.4.1	PMO Washer/Dryer - Replace	20	15					\$3,685
TH 11.4.2	"Our Place" Oven/Range - Replace	15	6					
TH 11.4.3	"Our Place" Oven/Griddle - Replace	15	6					
TH 11.4.4	"Our Place" Freezer - Replace	15	6					
TH 11.4.5	"Our Place" Steam Table - Replace	15	6					
TH 11.4.6	"Our Place" Refrigerator & Microwave	15	6					
TH 11.5.1	Audio/Visual Equipment, Town Hall - Upgrades	10	1	\$37,340				
TH 12.1.1	"Our Place" Tables & Chairs - Replace	15	9					
TH 12.6.1	Basement Sheet Vinyl Flooring - Replace	20	5					
TH 12.6.2	First Floor Flooring, Town Hall - Replace	10	5					\$17,389
TH 12.6.3	Real Estate Office Carpet - Replace	10	5					\$6,169
TH 12.6.4	Commercial Space Flooring - Replace	10	5					\$13,855
TH 12.6.5	Kitchen Floor, Town Hall - Replace	15	6					
TH 12.6.6	Second Floor Carpet, Town Hall - Replace	10	1	\$40,551				
TH 12.7.1	Office Equipment, Town Hall - Update	3	3		\$12,000			\$13,305
TH 12.8.1	Interior Walls, Town Hall - Paint	10	3			\$22,179		
TH 12.9.1	Basement Kitchenette, Town Hall - Refurbish	20	6					
TH 12.9.2	"Our Place" - Town Hall - Refurbish	15	9					
TH 14.1.1	Elevator/Controls, Town Hall - Full Modification	30	27					
TH 14.1.2	Elevator Cab - Refurbish	15	3					
TH 15.5.1	Cooling Tower, Town Hall - Replace	25	9					
TH 15.5.2	Cooling Tower Pump, Town Hall - Maint.	5	1	\$8,964				
TH 15.5.3	Heat Pumps, Town Hall - Replace	5	0					\$87,648
TH 15.5.4	Boiler, Town Hall - Town Hall	10	6					
TH 15.5.5	Mitsubishi A/C, Town Hall - Contingency	15	1					
TH 15.5.6	Sanyo A/C, Town Hall - Contingency	15	0					\$15,172
TH 15.5.7	Elevator Equipment Room HVAC - Repair/Replace	15	12		\$25,714			



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

14-Jul-24

			STARTING RESERVE BALANCE	\$1,692,801	\$1,781,521	\$2,180,258	\$2,492,893	\$2,913,733
			ANNUAL RESERVE CONTRIBUTION	\$780,598	\$807,919	\$836,196	\$865,463	\$895,754
			ESTIMATED INTEREST EARNED	\$42,893	\$48,911	\$57,693	\$66,748	\$71,087
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$2,516,292	\$2,638,351	\$3,074,147	\$3,425,105	\$3,880,575
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	11 2035	12 2036	13 2037	14 2038	15 2039
TH 16.3.1	Electrical System - Contingency	25	8					
TH 17.8.1	Fire Protection System - Upgrade/Replace	20	18					
CH 6.2.5	Building Exterior, Clubhouse - Maintenance	10	6					
CH 7.4.4	Roof, Clubhouse - Replace	25	10					
CH 11.2.1	Exercise Equipment, Clubhouse - Replace	10	3			\$20,218		
CH 12.1.2	Kitchen, Clubhouse - Refurbish	20	10					
CH 12.1.3	Bathrms/Locker Rms, Clubhouse - Remodel	20	15					\$163,658
CH 12.1.4	Outdoor Kitchen, Clubhouse - Refurbish	10	9					
CH 12.6.7	Flooring, Clubhouse - Replace	15	10					
CH 12.8.2	Interiors, Clubhouse - Paint	15	10					
CH 12.8.3	Furnishings, Clubhouse - Refurbish	10	6					
CH 13.1.1	Pool Access Chair - Replace	12	11	\$11,681				
CH 13.2.1	Pool Surface - Plaster & Repair Coping	15	3					
CH 13.2.2	Spa Surface - Plaster & Repair Coping	10	8					
CH 13.3.1	Pool Purification System - Contingency	20	8					
CH 13.3.2	Pool Pump - Replace	3	1			\$13,712		
CH 13.3.3	Spa Pump - Replace	4	3	\$8,747				\$10,037
CH 13.3.4	Pool & Spa Equipment - Replace	10	6					
CH 13.3.5	Pool Boiler - Replace	10	5					\$17,339
CH 13.3.6	Spa Boiler - Replace	7	6			\$9,525		
CH 15.5.8	HVAC, Clubhouse Pool Room - Contingency	18	6					
CH 15.5.9	HVAC, Clubhouse Main Building - Contingency	15	10					
CH 16.5.2	Generator - Clubhouse - Replace	15	0					
CH 16.6.2	Parking Lot Lighting - Clubhouse - Replace	15	9					
NC 6.2.6	Building Exterior, N. Community - Maintenance	10	3			\$22,179		
NC 7.4.6	Roof, N. Community Building - Replace	25	8					
NC 12.1.5	Interiors, North Community Building - Refurbish	10	1	\$22,666				
NC 15.5.10	HVAC, N. Community Bldg. - Replace	15	1					
NC 16.5.3	Generator - North Comm. Bldg - Replace	15	9					
NC 16.6.3	Parking Lot Lighting - N. Comm. Bldg - Replace	15	9					
SC 6.2.7	Building Exterior, S. Community - Maintenance	10	7					
SC 7.4.7	Roof, S. Community Building - Replace	25	5					
SC 11.4.7	Dishwasher, S. Community Bldg. - Replace	15	8					
SC 12.1.6	Interiors, South Community Building - Refurbish	10	1	\$22,666				
SC 15.5.11	HVAC, S. Community Bldg. - Contingency	15	0					\$27,843
SC 16.5.4	Generator - South Comm. Bldg - Replace	15	10					
M 2.7.2	Maintenance Shop Fence - Repair/Replace	40	36					
M 6.2.8	Maintenance Shop Structures - Maintenance	35	10					
M 6.2.9	Exterior Siding & Trim, Bus Barn - Paint	10	6					
M 6.2.10	Siding & Trim, Bus Barn - Major Maint	40	36					
M 6.2.11	Garage Doors, Bus Barn - Replace	20	1					
M 7.4.8	Roof, Bus Barn - Replace	30	24					
M 11.1.1	Vehicles, 24-Seat Bus - Replace	10	1	\$252,314				
M 11.1.2	Vehicles, Ford Escape - Replace	10	6					
M 11.1.3	Vehicles, Ford Ranger - Replace	10	1	\$68,026				
M 11.1.4	Vehicles, Ford F-250 - Replace	10	5					\$117,975
M 11.1.5	Snow Plow - Replace	10	5					\$21,458
M 11.1.6	Vehicles, Transit Van - Replace	10	3			\$62,567		
M 11.1.7	Vehicles, Transit Van - Replace	10	1	\$58,407				
M 11.1.8	Vehicles, Ford F-150 - Replace	10	4				\$59,570	
M 11.1.9	Vehicles, E-2500 Cargo Van - Replace	10	2		\$62,858			
M 11.1.10	Vehicles, E-2500 Cargo Van - Replace	10	2		\$62,858			
U 2.6.2	Backflow Preventor - Maintenance	3	0		\$130,362			\$144,534
TOTAL ANTICIPATED ANNUAL RESERVE EXPENSES				\$734,771	\$458,093	\$581,254	\$511,372	\$1,036,266
ACCUMULATED CREDITS				\$2,516,292	\$2,638,351	\$3,074,147	\$3,425,105	\$3,880,575
ACCUMULATED DEBITS				\$734,771	\$458,093	\$581,254	\$511,372	\$1,036,266
YEAR-END BALANCE				\$1,781,521	\$2,180,258	\$2,492,893	\$2,913,733	\$2,844,309
YEARS	1	2-10	11-30	11 (2035)	12 (2036)	13 (2037)	14 (2038)	15 (2039)
CONTRIBUTION INFLATION	0.0%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
COMPONENT COMPOUND INFLATION	3.0%	3.5%	3.5%	145.3%	150.4%	155.6%	161.1%	166.7%
INTEREST RATE MULTIPLIER	1.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

			14-Jul-24					
			STARTING RESERVE BALANCE	\$2,844,309	\$3,207,952	\$3,862,229	\$4,512,042	\$4,345,224
			ANNUAL RESERVE CONTRIBUTION	\$927,106	\$959,555	\$993,139	\$1,027,899	\$1,063,875
			ESTIMATED INTEREST EARNED	\$74,719	\$87,286	\$103,386	\$109,349	\$115,586
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$3,846,134	\$4,254,792	\$4,958,754	\$5,649,290	\$5,524,686
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	16 2040	17 2041	18 2042	19 2043	20 2044
U 2.3.1	Irrigation Controllers - Replace	20	0					\$87,365
U 2.6.1	Asphalt Pavement - Repair	1	1					
U 2.6.2	Asphalt Pavement - Future Repair	25	33					
U 2.6.3	Tennis Court - Color Coat	8	1		\$28,469			
U 2.7.1	Perimeter Fencing - Maintenance	1	0					
U 2.8.1	Benches - Maintenance	5	2		\$24,879			
U 2.9.1	Lawns & Landscaping - Renovation	4	3				\$223,540	
U 2.9.2	Landscape - Drainage	5	4				\$447,080	
U 2.9.3	Putting Green - Maintenance	10	0					
U 2.9.4	Gravel Trails - Maintenance	10	7		\$114,144			
U 2.9.5	Pea Patch - Major Renovation	20	3					
U 2.9.6	Arbor Replacement	3	0			\$64,790		
U 3.3.1	Concrete Pavement - Maintenance	3	1	\$338,081			\$374,837	
U 3.4.1	Retaining Wall - Contingency	5	2		\$107,660			
U 5.4.1	Exterior Rails - Maintenance	5	4				\$23,073	
U 6.2.1	Guardhouse Building - Maintenance	10	9				\$16,358	
U 16.3.2	Radio Repeater - Maintenance	30	7					
U 16.5.1	Generator - Guardhouse - Replace	15	9					
U 16.6.1	Exterior Street Lighting - Replace	20	10					
U 16.8.1	Bollards - Selective Replacement	10	3					
U 18.1.1	Automatic Door Operators - Update	15	5					\$75,702
U 18.1.2	Security System, Guardhouse/Maintenance Shop - Update	10	7		\$31,219			
U 18.1.3	Key Track System - Install/Upgrades	20	15					
U 18.2.1	Gate Controls & Entry Gates - Maintenance	5	0					\$37,029
U 18.2.2	Gate Motors - Major Maintenance	5	1	\$39,965				
U 18.2.3	Entry System, Entry Gates - Replace	15	14					
U 18.2.4	Loop Detectors, Entry Gates - Replace	15	9					
TH 6.1.1	Deck Vinyl, Town Hall - Replace	20	13					
TH 6.2.2	Building Exterior, Town Hall - Maintenance	7	3		\$64,546			
TH 6.2.3	Deck Awning, Town Hall - Replace	12	6			\$27,118		
TH 6.2.4	Gazebo, Town Hall - Maintenance	15	9					
TH 7.4.1	Metal Roof, Town Hall - Replace	30	20					\$191,107
TH 7.4.2	Shingle Roof, Town Hall - Replace	25	19				\$146,093	
TH 11.4.1	PMO Washer/Dryer - Replace	20	15					
TH 11.4.2	"Our Place" Oven/Range - Replace	15	6					
TH 11.4.3	"Our Place" Oven/Griddle - Replace	15	6					
TH 11.4.4	"Our Place" Freezer - Replace	15	6					
TH 11.4.5	"Our Place" Steam Table - Replace	15	6					
TH 11.4.6	"Our Place" Refrigerator & Microwave	15	6					
TH 11.5.1	Audio/Visual Equipment, Town Hall - Upgrades	10	1					
TH 12.1.1	"Our Place" Tables & Chairs - Replace	15	9					
TH 12.6.1	Basement Sheet Vinyl Flooring - Replace	20	5					
TH 12.6.2	First Floor Flooring, Town Hall - Replace	10	5					
TH 12.6.3	Real Estate Office Carpet - Replace	10	5					
TH 12.6.4	Commercial Space Flooring - Replace	10	5					
TH 12.6.5	Kitchen Floor, Town Hall - Replace	15	6					
TH 12.6.6	Second Floor Carpet, Town Hall - Replace	10	1					
TH 12.7.1	Office Equipment, Town Hall - Update	3	3			\$14,751		
TH 12.8.1	Interior Walls, Town Hall - Paint	10	3					
TH 12.9.1	Basement Kitchenette, Town Hall - Refurbish	20	6					
TH 12.9.2	"Our Place" - Town Hall - Refurbish	15	9					
TH 14.1.1	Elevator/Controls, Town Hall - Full Modification	30	27					
TH 14.1.2	Elevator Cab - Refurbish	15	3			\$43,200		
TH 15.5.1	Cooling Tower, Town Hall - Replace	25	9					
TH 15.5.2	Cooling Tower Pump, Town Hall - Maint.	5	1	\$10,647				
TH 15.5.3	Heat Pumps, Town Hall - Replace	5	0					\$104,098
TH 15.5.4	Boiler, Town Hall - Town Hall	10	6	\$15,582				
TH 15.5.5	Mitsubishi A/C, Town Hall - Contingency	15	1	\$27,662				
TH 15.5.6	Sanyo A/C, Town Hall - Contingency	15	0					
TH 15.5.7	Elevator Equipment Room HVAC - Repair/Replace	15	12					



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

14-Jul-24

			STARTING RESERVE BALANCE	\$2,844,309	\$3,207,952	\$3,862,229	\$4,512,042	\$4,345,224
			ANNUAL RESERVE CONTRIBUTION	\$927,106	\$959,555	\$993,139	\$1,027,899	\$1,063,875
			ESTIMATED INTEREST EARNED	\$74,719	\$87,286	\$103,386	\$109,349	\$115,586
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$3,846,134	\$4,254,792	\$4,958,754	\$5,649,290	\$5,524,686
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	16 2040	17 2041	18 2042	19 2043	20 2044
TH 16.3.1	Electrical System - Contingency	25	8					
TH 17.8.1	Fire Protection System - Upgrade/Replace	20	18			\$30,889		
CH 6.2.5	Building Exterior, Clubhouse - Maintenance	10	6	\$44,469				
CH 7.4.4	Roof, Clubhouse - Replace	25	10					
CH 11.2.1	Exercise Equipment, Clubhouse - Replace	10	3					
CH 12.1.2	Kitchen, Clubhouse - Refurbish	20	10					
CH 12.1.3	Bathrms/Locker Rms, Clubhouse - Remodel	20	15					
CH 12.1.4	Outdoor Kitchen, Clubhouse - Refurbish	10	9				\$44,712	
CH 12.6.7	Flooring, Clubhouse - Replace	15	10					
CH 12.8.2	Interiors, Clubhouse - Paint	15	10					
CH 12.8.3	Furnishings, Clubhouse - Refurbish	10	6	\$37,014				
CH 13.1.1	Pool Access Chair - Replace	12	11					
CH 13.2.1	Pool Surface - Plaster & Repair Coping	15	3			\$81,704		
CH 13.2.2	Spa Surface - Plaster & Repair Coping	10	8			\$24,012		
CH 13.3.1	Pool Purification System - Contingency	20	8					
CH 13.3.2	Pool Pump - Replace	3	1	\$15,203			\$16,855	
CH 13.3.3	Spa Pump - Replace	4	3				\$11,518	
CH 13.3.4	Pool & Spa Equipment - Replace	10	6	\$24,193				
CH 13.3.5	Pool Boiler - Replace	10	5					
CH 13.3.6	Spa Boiler - Replace	7	6					\$12,119
CH 15.5.8	HVAC, Clubhouse Pool Room - Contingency	18	6					
CH 15.5.9	HVAC, Clubhouse Main Building - Contingency	15	10					
CH 16.5.2	Generator - Clubhouse - Replace	15	0					
CH 16.6.2	Parking Lot Lighting - Clubhouse - Replace	15	9					
NC 6.2.6	Building Exterior, N. Community - Maintenance	10	3					
NC 7.4.6	Roof, N. Community Building - Replace	25	8					
NC 12.1.5	Interiors, North Community Building - Refurbish	10	1					
NC 15.5.10	HVAC, N. Community Bldg. - Replace	15	1	\$22,416				
NC 16.5.3	Generator - North Comm. Bldg - Replace	15	9					
NC 16.6.3	Parking Lot Lighting - N. Comm. Bldg - Replace	15	9					
SC 6.2.7	Building Exterior, S. Community - Maintenance	10	7		\$21,646			
SC 7.4.7	Roof, S. Community Building - Replace	25	5					
SC 11.4.7	Dishwasher, S. Community Bldg. - Replace	15	8					
SC 12.1.6	Interiors, South Community Building - Refurbish	10	1					
SC 15.5.11	HVAC, S. Community Bldg. - Contingency	15	0					
SC 16.5.4	Generator - South Comm. Bldg - Replace	15	10					
M 2.7.2	Maintenance Shop Fence - Repair/Replace	40	36					
M 6.2.8	Maintenance Shop Structures - Maintenance	35	10					
M 6.2.9	Exterior Siding & Trim, Bus Barn - Paint	10	6	\$6,402				
M 6.2.10	Siding & Trim, Bus Barn - Major Maint	40	36					
M 6.2.11	Garage Doors, Bus Barn - Replace	20	1					
M 7.4.8	Roof, Bus Barn - Replace	30	24					
M 11.1.1	Vehicles, 24-Seat Bus - Replace	10	1					
M 11.1.2	Vehicles, Ford Escape - Replace	10	6	\$56,548				
M 11.1.3	Vehicles, Ford Ranger - Replace	10	1					
M 11.1.4	Vehicles, Ford F-250 - Replace	10	5					
M 11.1.5	Snow Plow - Replace	10	5					
M 11.1.6	Vehicles, Transit Van - Replace	10	3					
M 11.1.7	Vehicles, Transit Van - Replace	10	1					
M 11.1.8	Vehicles, Ford F-150 - Replace	10	4					
M 11.1.9	Vehicles, E-2500 Cargo Van - Replace	10	2					
M 11.1.10	Vehicles, E-2500 Cargo Van - Replace	10	2					
U 2.6.2	Backflow Preventor - Maintenance	3	0			\$160,248		
TOTAL ANTICIPATED ANNUAL RESERVE EXPENSES				\$638,182	\$392,563	\$446,712	\$1,304,066	\$507,420
ACCUMULATED CREDITS				\$3,846,134	\$4,254,792	\$4,958,754	\$5,649,290	\$5,524,686
ACCUMULATED DEBITS				\$638,182	\$392,563	\$446,712	\$1,304,066	\$507,420
YEAR-END BALANCE				\$3,207,952	\$3,862,229	\$4,512,042	\$4,345,224	\$5,017,266
YEARS	1	2-10	11-30	16 (2040)	17 (2041)	18 (2042)	19 (2043)	20 (2044)
CONTRIBUTION INFLATION	0.0%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
COMPONENT COMPOUND INFLATION	3.0%	3.5%	3.5%	172.6%	178.6%	184.9%	191.3%	198.0%
INTEREST RATE MULTIPLIER	1.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

			14-Jul-24					
			STARTING RESERVE BALANCE	\$5,017,266	\$5,057,147	\$5,558,833	\$6,157,240	\$5,735,425
			ANNUAL RESERVE CONTRIBUTION	\$1,101,111	\$1,139,650	\$1,179,538	\$1,220,821	\$1,263,550
			ESTIMATED INTEREST EARNED	\$124,375	\$131,061	\$144,643	\$146,823	\$143,740
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$6,242,752	\$6,327,859	\$6,883,013	\$7,524,885	\$7,142,715
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	21 2045	22 2046	23 2047	24 2048	25 2049
U 2.3.1	Irrigation Controllers - Replace	20	0					
U 2.6.1	Asphalt Pavement - Repair	1	1					
U 2.6.2	Asphalt Pavement - Future Repair	25	33					
U 2.6.3	Tennis Court - Color Coat	8	1					\$37,488
U 2.7.1	Perimeter Fencing - Maintenance	1	0					
U 2.8.1	Benches - Maintenance	5	2		\$29,549			
U 2.9.1	Lawns & Landscaping - Renovation	4	3			\$256,517		
U 2.9.2	Landscape - Drainage	5	4				\$530,991	
U 2.9.3	Putting Green - Maintenance	10	0					
U 2.9.4	Gravel Trails - Maintenance	10	7					
U 2.9.5	Pea Patch - Major Renovation	20	3			\$177,239		
U 2.9.6	Arbor Replacement	3	0	\$71,834			\$79,644	
U 3.3.1	Concrete Pavement - Maintenance	3	1		\$415,588			\$460,770
U 3.4.1	Retaining Wall - Contingency	5	2		\$127,867			
U 5.4.1	Exterior Rails - Maintenance	5	4				\$27,404	
U 6.2.1	Guardhouse Building - Maintenance	10	9					
U 16.3.2	Radio Repeater - Maintenance	30	7					
U 16.5.1	Generator - Guardhouse - Replace	15	9				\$17,747	
U 16.6.1	Exterior Street Lighting - Replace	20	10					
U 16.8.1	Bollards - Selective Replacement	10	3			\$67,774		
U 18.1.1	Automatic Door Operators - Update	15	5					
U 18.1.2	Security System, Guardhouse/Maintenance Shop - Update	10	7					
U 18.1.3	Key Track System - Install/Upgrades	20	15					
U 18.2.1	Gate Controls & Entry Gates - Maintenance	5	0					\$43,979
U 18.2.2	Gate Motors - Major Maintenance	5	1	\$47,466				
U 18.2.3	Entry System, Entry Gates - Replace	15	14					
U 18.2.4	Loop Detectors, Entry Gates - Replace	15	9				\$38,561	
TH 6.1.1	Deck Vinyl, Town Hall - Replace	20	13					
TH 6.2.2	Building Exterior, Town Hall - Maintenance	7	3				\$82,121	
TH 6.2.3	Deck Awning, Town Hall - Replace	12	6					
TH 6.2.4	Gazebo, Town Hall - Maintenance	15	9				\$16,701	
TH 7.4.1	Metal Roof, Town Hall - Replace	30	20					
TH 7.4.2	Shingle Roof, Town Hall - Replace	25	19					
TH 11.4.1	PMO Washer/Dryer - Replace	20	15					
TH 11.4.2	"Our Place" Oven/Range - Replace	15	6	\$19,204				
TH 11.4.3	"Our Place" Oven/Griddle - Replace	15	6	\$13,547				
TH 11.4.4	"Our Place" Freezer - Replace	15	6	\$10,514				
TH 11.4.5	"Our Place" Steam Table - Replace	15	6	\$36,132				
TH 11.4.6	"Our Place" Refrigerator & Microwave	15	6	\$46,605				
TH 11.5.1	Audio/Visual Equipment, Town Hall - Upgrades	10	1	\$52,672				
TH 12.1.1	"Our Place" Tables & Chairs - Replace	15	9				\$40,061	
TH 12.6.1	Basement Sheet Vinyl Flooring - Replace	20	5					\$56,279
TH 12.6.2	First Floor Flooring, Town Hall - Replace	10	5					\$24,530
TH 12.6.3	Real Estate Office Carpet - Replace	10	5					\$8,702
TH 12.6.4	Commercial Space Flooring - Replace	10	5					\$19,544
TH 12.6.5	Kitchen Floor, Town Hall - Replace	15	6	\$19,552				
TH 12.6.6	Second Floor Carpet, Town Hall - Replace	10	1	\$57,201				
TH 12.7.1	Office Equipment, Town Hall - Update	3	3	\$16,355			\$18,133	
TH 12.8.1	Interior Walls, Town Hall - Paint	10	3			\$31,285		
TH 12.9.1	Basement Kitchenette, Town Hall - Refurbish	20	6					
TH 12.9.2	"Our Place" - Town Hall - Refurbish	15	9				\$80,985	
TH 14.1.1	Elevator/Controls, Town Hall - Full Modification	30	27					
TH 14.1.2	Elevator Cab - Refurbish	15	3					
TH 15.5.1	Cooling Tower, Town Hall - Replace	25	9					
TH 15.5.2	Cooling Tower Pump, Town Hall - Maint.	5	1	\$12,645				
TH 15.5.3	Heat Pumps, Town Hall - Replace	5	0					\$123,636
TH 15.5.4	Boiler, Town Hall - Town Hall	10	6					
TH 15.5.5	Mitsubishi A/C, Town Hall - Contingency	15	1					
TH 15.5.6	Sanyo A/C, Town Hall - Contingency	15	0					
TH 15.5.7	Elevator Equipment Room HVAC - Repair/Replace	15	12					



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

14-Jul-24

			STARTING RESERVE BALANCE	\$5,017,266	\$5,057,147	\$5,558,833	\$6,157,240	\$5,735,425
			ANNUAL RESERVE CONTRIBUTION	\$1,101,111	\$1,139,650	\$1,179,538	\$1,220,821	\$1,263,550
			ESTIMATED INTEREST EARNED	\$124,375	\$131,061	\$144,643	\$146,823	\$143,740
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$6,242,752	\$6,327,859	\$6,883,013	\$7,524,885	\$7,142,715
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	21 2045	22 2046	23 2047	24 2048	25 2049
TH 16.3.1	Electrical System - Contingency	25	8					
TH 17.8.1	Fire Protection System - Upgrade/Replace	20	18					
CH 6.2.5	Building Exterior, Clubhouse - Maintenance	10	6					
CH 7.4.4	Roof, Clubhouse - Replace	25	10					
CH 11.2.1	Exercise Equipment, Clubhouse - Replace	10	3			\$28,519		
CH 12.1.2	Kitchen, Clubhouse - Refurbish	20	10					
CH 12.1.3	Bathrms/Locker Rms, Clubhouse - Remodel	20	15					
CH 12.1.4	Outdoor Kitchen, Clubhouse - Refurbish	10	9					
CH 12.6.7	Flooring, Clubhouse - Replace	15	10					\$59,689
CH 12.8.2	Interiors, Clubhouse - Paint	15	10					\$43,297
CH 12.8.3	Furnishings, Clubhouse - Refurbish	10	6					
CH 13.1.1	Pool Access Chair - Replace	12	11			\$17,651		
CH 13.2.1	Pool Surface - Plaster & Repair Coping	15	3					
CH 13.2.2	Spa Surface - Plaster & Repair Coping	10	8					
CH 13.3.1	Pool Purification System - Contingency	20	8					
CH 13.3.2	Pool Pump - Replace	3	1		\$18,688			\$20,720
CH 13.3.3	Spa Pump - Replace	4	3			\$13,217		
CH 13.3.4	Pool & Spa Equipment - Replace	10	6					
CH 13.3.5	Pool Boiler - Replace	10	5					\$24,459
CH 13.3.6	Spa Boiler - Replace	7	6					
CH 15.5.8	HVAC, Clubhouse Pool Room - Contingency	18	6				\$516,993	
CH 15.5.9	HVAC, Clubhouse Main Building - Contingency	15	10					\$86,571
CH 16.5.2	Generator - Clubhouse - Replace	15	0					
CH 16.6.2	Parking Lot Lighting - Clubhouse - Replace	15	9				\$8,862	
NC 6.2.6	Building Exterior, N. Community - Maintenance	10	3			\$31,285		
NC 7.4.6	Roof, N. Community Building - Replace	25	8					
NC 12.1.5	Interiors, North Community Building - Refurbish	10	1	\$31,972				
NC 15.5.10	HVAC, N. Community Bldg. - Replace	15	1					
NC 16.5.3	Generator - North Comm. Bldg - Replace	15	9				\$17,747	
NC 16.6.3	Parking Lot Lighting - N. Comm. Bldg - Replace	15	9				\$8,862	
SC 6.2.7	Building Exterior, S. Community - Maintenance	10	7					
SC 7.4.7	Roof, S. Community Building - Replace	25	5					
SC 11.4.7	Dishwasher, S. Community Bldg. - Replace	15	8			\$14,029		
SC 12.1.6	Interiors, South Community Building - Refurbish	10	1	\$31,972				
SC 15.5.11	HVAC, S. Community Bldg. - Contingency	15	0					
SC 16.5.4	Generator - South Comm. Bldg - Replace	15	10					\$28,833
M 2.7.2	Maintenance Shop Fence - Repair/Replace	40	36					
M 6.2.8	Maintenance Shop Structures - Maintenance	35	10					
M 6.2.9	Exterior Siding & Trim, Bus Barn - Paint	10	6					
M 6.2.10	Siding & Trim, Bus Barn - Major Maint	40	36					
M 6.2.11	Garage Doors, Bus Barn - Replace	20	1	\$6,005				
M 7.4.8	Roof, Bus Barn - Replace	30	24				\$23,632	
M 11.1.1	Vehicles, 24-Seat Bus - Replace	10	1	\$355,913				
M 11.1.2	Vehicles, Ford Escape - Replace	10	6					
M 11.1.3	Vehicles, Ford Ranger - Replace	10	1	\$95,957				
M 11.1.4	Vehicles, Ford F-250 - Replace	10	5					\$166,415
M 11.1.5	Snow Plow - Replace	10	5					\$30,268
M 11.1.6	Vehicles, Transit Van - Replace	10	3			\$88,257		
M 11.1.7	Vehicles, Transit Van - Replace	10	1	\$82,389				
M 11.1.8	Vehicles, Ford F-150 - Replace	10	4				\$84,030	
M 11.1.9	Vehicles, E-2500 Cargo Van - Replace	10	2		\$88,667			
M 11.1.10	Vehicles, E-2500 Cargo Van - Replace	10	2		\$88,667			
U 2.6.2	Backflow Preventor - Maintenance	3	0	\$177,670			\$196,986	
TOTAL ANTICIPATED ANNUAL RESERVE EXPENSES				\$1,185,605	\$769,026	\$725,773	\$1,789,460	\$1,235,180
ACCUMULATED CREDITS				\$6,242,752	\$6,327,859	\$6,883,013	\$7,524,885	\$7,142,715
ACCUMULATED DEBITS				\$1,185,605	\$769,026	\$725,773	\$1,789,460	\$1,235,180
YEAR-END BALANCE				\$5,057,147	\$5,558,833	\$6,157,240	\$5,735,425	\$5,907,535
YEARS	1	2-10	11-30	21 (2045)	22 (2046)	23 (2047)	24 (2048)	25 (2049)
CONTRIBUTION INFLATION	0.0%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
COMPONENT COMPOUND INFLATION	3.0%	3.5%	3.5%	204.9%	212.1%	219.5%	227.2%	235.2%
INTEREST RATE MULTIPLIER	1.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

14-Jul-24

		STARTING RESERVE BALANCE	\$5,907,535	\$7,007,810	\$6,953,465	\$7,728,303	\$8,535,978	
		ANNUAL RESERVE CONTRIBUTION	\$1,307,774	\$1,353,546	\$1,400,921	\$1,449,953	\$1,500,701	
		ESTIMATED INTEREST EARNED	\$159,449	\$172,361	\$181,256	\$200,794	\$218,898	
		SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0	
		ACCUMULATED CREDITS	\$7,374,758	\$8,533,718	\$8,535,642	\$9,379,049	\$10,255,578	
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	26 2050	27 2051	28 2052	29 2053	30 2054
U 2.3.1	Irrigation Controllers - Replace	20	0					
U 2.6.1	Asphalt Pavement - Repair	1	1					
U 2.6.2	Asphalt Pavement - Future Repair	25	33					
U 2.6.3	Tennis Court - Color Coat	8	1					
U 2.7.1	Perimeter Fencing - Maintenance	1	0					
U 2.8.1	Benches - Maintenance	5	2		\$35,094			
U 2.9.1	Lawns & Landscaping - Renovation	4	3		\$294,359			
U 2.9.2	Landscape - Drainage	5	4				\$630,650	
U 2.9.3	Putting Green - Maintenance	10	0					
U 2.9.4	Gravel Trails - Maintenance	10	7		\$161,011			
U 2.9.5	Pea Patch - Major Renovation	20	3					
U 2.9.6	Arbor Replacement	3	0		\$88,303			\$97,903
U 3.3.1	Concrete Pavement - Maintenance	3	1			\$510,864		
U 3.4.1	Retaining Wall - Contingency	5	2		\$151,866			
U 5.4.1	Exterior Rails - Maintenance	5	4				\$32,547	
U 6.2.1	Guardhouse Building - Maintenance	10	9				\$23,075	
U 16.3.2	Radio Repeater - Maintenance	30	7					
U 16.5.1	Generator - Guardhouse - Replace	15	9					
U 16.6.1	Exterior Street Lighting - Replace	20	10					\$241,475
U 16.8.1	Bollards - Selective Replacement	10	3					
U 18.1.1	Automatic Door Operators - Update	15	5					
U 18.1.2	Security System, Guardhouse/Maintenance Shop - Update	10	7		\$44,038			
U 18.1.3	Key Track System - Install/Upgrades	20	15					
U 18.2.1	Gate Controls & Entry Gates - Maintenance	5	0					\$52,233
U 18.2.2	Gate Motors - Major Maintenance	5	1	\$56,375				
U 18.2.3	Entry System, Entry Gates - Replace	15	14				\$93,729	
U 18.2.4	Loop Detectors, Entry Gates - Replace	15	9					
TH 6.1.1	Deck Vinyl, Town Hall - Replace	20	13					
TH 6.2.2	Building Exterior, Town Hall - Maintenance	7	3					
TH 6.2.3	Deck Awning, Town Hall - Replace	12	6					\$40,977
TH 6.2.4	Gazebo, Town Hall - Maintenance	15	9					
TH 7.4.1	Metal Roof, Town Hall - Replace	30	20					
TH 7.4.2	Shingle Roof, Town Hall - Replace	25	19					
TH 11.4.1	PMO Washer/Dryer - Replace	20	15					
TH 11.4.2	"Our Place" Oven/Range - Replace	15	6					
TH 11.4.3	"Our Place" Oven/Griddle - Replace	15	6					
TH 11.4.4	"Our Place" Freezer - Replace	15	6					
TH 11.4.5	"Our Place" Steam Table - Replace	15	6					
TH 11.4.6	"Our Place" Refrigerator & Microwave	15	6					
TH 11.5.1	Audio/Visual Equipment, Town Hall - Upgrades	10	1					
TH 12.1.1	"Our Place" Tables & Chairs - Replace	15	9					
TH 12.6.1	Basement Sheet Vinyl Flooring - Replace	20	5					
TH 12.6.2	First Floor Flooring, Town Hall - Replace	10	5					
TH 12.6.3	Real Estate Office Carpet - Replace	10	5					
TH 12.6.4	Commercial Space Flooring - Replace	10	5					
TH 12.6.5	Kitchen Floor, Town Hall - Replace	15	6					
TH 12.6.6	Second Floor Carpet, Town Hall - Replace	10	1					
TH 12.7.1	Office Equipment, Town Hall - Update	3	3		\$20,104			\$22,290
TH 12.8.1	Interior Walls, Town Hall - Paint	10	3					
TH 12.9.1	Basement Kitchenette, Town Hall - Refurbish	20	6	\$35,709				
TH 12.9.2	"Our Place" - Town Hall - Refurbish	15	9					
TH 14.1.1	Elevator/Controls, Town Hall - Full Modification	30	27		\$462,878			
TH 14.1.2	Elevator Cab - Refurbish	15	3					
TH 15.5.1	Cooling Tower, Town Hall - Replace	25	9					
TH 15.5.2	Cooling Tower Pump, Town Hall - Maint.	5	1	\$15,019				
TH 15.5.3	Heat Pumps, Town Hall - Replace	5	0					\$146,840
TH 15.5.4	Boiler, Town Hall - Town Hall	10	6	\$21,980				
TH 15.5.5	Mitsubishi A/C, Town Hall - Contingency	15	1					
TH 15.5.6	Sanyo A/C, Town Hall - Contingency	15	0					\$25,418
TH 15.5.7	Elevator Equipment Room HVAC - Repair/Replace	15	12		\$43,081			



APPENDIX A

UMBRELLA ASSOCIATION

30-YEAR RESERVE STUDY PROJECTIONS
WITH STARTING RECOMMENDED FUNDING OF \$867,100
AND COMPOUND INFLATION

14-Jul-24

			STARTING RESERVE BALANCE	\$5,907,535	\$7,007,810	\$6,953,465	\$7,728,303	\$8,535,978
			ANNUAL RESERVE CONTRIBUTION	\$1,307,774	\$1,353,546	\$1,400,921	\$1,449,953	\$1,500,701
			ESTIMATED INTEREST EARNED	\$159,449	\$172,361	\$181,256	\$200,794	\$218,898
			SPECIAL ASSESSMENT	\$0	\$0	\$0	\$0	\$0
			ACCUMULATED CREDITS	\$7,374,758	\$8,533,718	\$8,535,642	\$9,379,049	\$10,255,578
#	COMPONENT NAME	MAINT. CYCLE	NEXT MAINT.	26 2050	27 2051	28 2052	29 2053	30 2054
TH 16.3.1	Electrical System - Contingency	25	8					
TH 17.8.1	Fire Protection System - Upgrade/Replace	20	18					
CH 6.2.5	Building Exterior, Clubhouse - Maintenance	10	6	\$62,728				
CH 7.4.4	Roof, Clubhouse - Replace	25	10					
CH 11.2.1	Exercise Equipment, Clubhouse - Replace	10	3					
CH 12.1.2	Kitchen, Clubhouse - Refurbish	20	10					\$72,652
CH 12.1.3	Bathrms/Locker Rms, Clubhouse - Remodel	20	15					
CH 12.1.4	Outdoor Kitchen, Clubhouse - Refurbish	10	9				\$63,070	
CH 12.6.7	Flooring, Clubhouse - Replace	15	10					
CH 12.8.2	Interiors, Clubhouse - Paint	15	10					
CH 12.8.3	Furnishings, Clubhouse - Refurbish	10	6	\$52,212				
CH 13.1.1	Pool Access Chair - Replace	12	11					
CH 13.2.1	Pool Surface - Plaster & Repair Coping	15	3					
CH 13.2.2	Spa Surface - Plaster & Repair Coping	10	8			\$33,872		
CH 13.3.1	Pool Purification System - Contingency	20	8			\$239,631		
CH 13.3.2	Pool Pump - Replace	3	1			\$22,972		
CH 13.3.3	Spa Pump - Replace	4	3		\$15,166			
CH 13.3.4	Pool & Spa Equipment - Replace	10	6	\$34,127				
CH 13.3.5	Pool Boiler - Replace	10	5					
CH 13.3.6	Spa Boiler - Replace	7	6		\$15,418			
CH 15.5.8	HVAC, Clubhouse Pool Room - Contingency	18	6					
CH 15.5.9	HVAC, Clubhouse Main Building - Contingency	15	10					
CH 16.5.2	Generator - Clubhouse - Replace	15	0					
CH 16.6.2	Parking Lot Lighting - Clubhouse - Replace	15	9					
NC 6.2.6	Building Exterior, N. Community - Maintenance	10	3					
NC 7.4.6	Roof, N. Community Building - Replace	25	8					
NC 12.1.5	Interiors, North Community Building - Refurbish	10	1					
NC 15.5.10	HVAC, N. Community Bldg. - Replace	15	1					
NC 16.5.3	Generator - North Comm. Bldg - Replace	15	9					
NC 16.6.3	Parking Lot Lighting - N. Comm. Bldg - Replace	15	9					
SC 6.2.7	Building Exterior, S. Community - Maintenance	10	7		\$30,534			
SC 7.4.7	Roof, S. Community Building - Replace	25	5					\$72,233
SC 11.4.7	Dishwasher, S. Community Bldg. - Replace	15	8					
SC 12.1.6	Interiors, South Community Building - Refurbish	10	1					
SC 15.5.11	HVAC, S. Community Bldg. - Contingency	15	0					\$46,647
SC 16.5.4	Generator - South Comm. Bldg - Replace	15	10					
M 2.7.2	Maintenance Shop Fence - Repair/Replace	40	36					
M 6.2.8	Maintenance Shop Structures - Maintenance	35	10					
M 6.2.9	Exterior Siding & Trim, Bus Barn - Paint	10	6	\$9,031				
M 6.2.10	Siding & Trim, Bus Barn - Major Maint	40	36					
M 6.2.11	Garage Doors, Bus Barn - Replace	20	1					
M 7.4.8	Roof, Bus Barn - Replace	30	24					
M 11.1.1	Vehicles, 24-Seat Bus - Replace	10	1					
M 11.1.2	Vehicles, Ford Escape - Replace	10	6	\$79,767				
M 11.1.3	Vehicles, Ford Ranger - Replace	10	1					
M 11.1.4	Vehicles, Ford F-250 - Replace	10	5					
M 11.1.5	Snow Plow - Replace	10	5					
M 11.1.6	Vehicles, Transit Van - Replace	10	3					
M 11.1.7	Vehicles, Transit Van - Replace	10	1					
M 11.1.8	Vehicles, Ford F-150 - Replace	10	4					
M 11.1.9	Vehicles, E-2500 Cargo Van - Replace	10	2					
M 11.1.10	Vehicles, E-2500 Cargo Van - Replace	10	2					
U 2.6.2	Backflow Preventor - Maintenance	3	0		\$218,401			\$242,145
TOTAL ANTICIPATED ANNUAL RESERVE EXPENSES				\$366,948	\$1,580,253	\$807,339	\$843,071	\$1,060,813
ACCUMULATED CREDITS				\$7,374,758	\$8,533,718	\$8,535,642	\$9,379,049	\$10,255,578
ACCUMULATED DEBITS				\$366,948	\$1,580,253	\$807,339	\$843,071	\$1,060,813
YEAR-END BALANCE				\$7,007,810	\$6,953,465	\$7,728,303	\$8,535,978	\$9,194,765
YEARS	1	2-10	11-30	26 (2050)	27 (2051)	28 (2052)	29 (2053)	30 (2054)
CONTRIBUTION INFLATION	0.0%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
COMPONENT COMPOUND INFLATION	3.0%	3.5%	3.5%	243.4%	251.9%	260.8%	269.9%	279.3%
INTEREST RATE MULTIPLIER	1.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

U 2.3.1 Irrigation Controllers - Replace **Site**

Maintenance Cycle: 20 years **Next Maintenance:** Year 0 (2024)
Quantity: 98 Each **Unit Cost:** \$408.90 / EA
Estimate: 98 EA X 100% X \$408.90/EA = \$40,072 + tax = \$44,120
Cost Source: RCL Database **General Condition:** Not Observed

2024 Notes: In 2024 the Association confirmed plans to replace irrigation controllers as previously budgeted. They've reportedly spent \$28,633 in 2024 at the time of writing this report, and plan on completing additional maintenance. The Association reported that all smart controllers, including weather stations, were replaced/installed in March 2024; the cost for the project was \$257,688 total, spread out over 36 months.

FUTURE MAINTENANCE	
YEAR	COST
0 (2024)	\$44,120
20 (2044)	\$87,365

Previous Notes: The Association is in the process of obtaining an updated bid for this project and requested that it be moved from 2023 to 2024. The Association reported plans to complete a full replacement in 2023. It was reported that there are a total of 98 controllers; replacement will cost approximately \$350 each. The estimated cost has been updated accordingly. Additional maintenance was completed in 2021 for a cost of \$3,636. This component continues to budget for future replacement once the controllers reach the end of their anticipated useful life.

U 2.6.1 Asphalt Pavement - Repair **Site**

Maintenance Cycle: 1 year **Next Maintenance:** Year 1 (2025)
Quantity: 1,400,000 Square Feet **Unit Cost:** \$1.17 / SF
Estimate: 1,400,000 SF X 10% X \$1.17/SF = \$163,800 + tax = \$180,340
Cost Source: RCL Database **General Condition:** Good/Fair

2024 Notes: The Association reported plans to complete asphalt repairs in 2024 at a cost of \$154,903, with an additional \$100,000 budgeted. Asphalt and curb repairs were reportedly completed between September and December 2023 at a cost of \$172,418.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$185,750
2 (2026)	\$192,251
3 (2027)	\$198,980
4 (2028)	\$205,945
5 (2029)	\$213,153
Repeat Every Year	

Previous Notes: At the time of compiling this report, the Association has not spent any money on the asphalt paving repairs, but they are still planned for 2023. In 2022 the Association reportedly spent \$100,000 on paving repairs. The Association reported spending \$78,946 on repairs in 2022. They anticipate repairing 10% of the total 1.4 million square feet of asphalt each year until all asphalt has been repaired; this project is scheduled to end in 2032. The pavement throughout the community appeared to be in good condition overall at the 2022 site visit; isolated areas were in need of repair.

U 2.6.2 Asphalt Pavement - Future Repair **Site**

Maintenance Cycle: 25 years **Next Maintenance:** Year 33 (2057)
Quantity: 1,400,000 Square Feet **Unit Cost:** \$1.17 / SF
Estimate: 1,400,000 SF X 100% X \$1.17/SF = \$1,638,000 + tax = \$1,803,440
Cost Source: RCL Database **General Condition:** N/A

2024 Notes: No new updates were reported.

FUTURE MAINTENANCE	
YEAR	COST

Previous Notes: This component budgets for future repairs to the asphalt pavement once the current repair project has been completed.

U 2.6.3 Tennis Court - Color Coat **Site**

Maintenance Cycle: 8 years **Next Maintenance:** Year 1 (2025)
Quantity: 2,800 Square Feet **Unit Cost:** \$5.17 / SF
Estimate: 2,800 SF X 100% X \$5.17/SF = \$14,476 + tax = \$15,940
Cost Source: RCL Database **General Condition:** Fair

2024 Notes: The Association did not report plans to maintain the tennis court color coat in 2024 as previously budgeted, so the maintenance has been moved to 2025.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$16,418
9 (2033)	\$21,620
17 (2041)	\$28,469
25 (2049)	\$37,488

Previous Notes: In 2023 the Association provided an updated cost estimate and confirmed that no work had been completed in 2023. The next maintenance budget remains in 2024, but the Association may complete the work in 2023 if the project is able to mobilize. The tennis court has a number of cracks in the surface that do not pose trip hazards, but could impact ball trajectory. We recommend filling the cracks until the court can be resurfaced. The estimated cost for the next color coating may need to be updated, depending on the repairs required to mitigate the cracks noted. The next maintenance is budgeted in 2024 to allow the Association to investigate a long term solution to the surface issues.

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

U 2.7.1 Perimeter Fencing - Maintenance **Site**

Maintenance Cycle: 1 year **Next Maintenance:** Year 0 (2024)
Quantity: 1 Lump Sum **Unit Cost:** \$46,730.00 / LS
Estimate: \$46,730
Cost Source: RCL Database **General Condition:** Not Observed

2024 Notes: Repairs to the perimeter fencing and signage were reportedly completed between August 2023 and January 2024 at a cost of \$27,307; the Association reported that additional repairs are planned for 2024 at a budget of \$48,283.

FUTURE MAINTENANCE	
YEAR	COST
0 (2024)	\$46,730
1 (2025)	\$48,132

Previous Notes: 2023 Notes: In 2023 the Association provided an updated cost estimate and reported plans to complete the fencing maintenance in 2023. In 2022 the Association reportedly spent \$40,998 on fencing repairs. The Association reported plans to replace the remaining wood perimeter fencing with vinyl coated chain link fencing with privacy slats. This project is anticipated to cost \$40,000 annually and is scheduled to be completed in 2025. The privacy slats will be maintained with funds from the operating budget. It was reported that \$40,998 was spent on maintenance in 2022; it was paid out of reserves prior to the reserve fund balance date. Once the project has been completed, this component will budget to maintain the chain link fencing on a 45 year maintenance cycle.

U 2.8.1 Benches - Maintenance **Site**

Maintenance Cycle: 5 years **Next Maintenance:** Year 2 (2026)
Quantity: 44 Each **Unit Cost:** \$1,437.74 / EA
Estimate: 44 EA X 20% X \$1,437.74/EA = \$12,652 + tax = \$13,930
Cost Source: RCL Database **General Condition:** Good

2024 Notes: No new updates were reported.

FUTURE MAINTENANCE	
YEAR	COST
2 (2026)	\$14,850
7 (2031)	\$17,637
12 (2036)	\$20,947
17 (2041)	\$24,879
22 (2046)	\$29,549
Repeat Every 5 Years	

Previous Notes: The benches we observed at the 2022 site visit appeared to be in good condition. This component covers the cost of maintaining the 44 benches throughout the community. Funds may be used for maintenance to the bus stop benches as needed. Most of the benches are structured out of durable recycled materials.

U 2.9.1 Lawns & Landscaping - Renovation **Site**

Maintenance Cycle: 4 years **Next Maintenance:** Year 3 (2027)
Quantity: 1 Lump Sum **Unit Cost:** \$116,840.00 / LS
Estimate: \$116,840
Cost Source: RCL Database **General Condition:** Good

2024 Notes: The Association reportedly spent \$7,700 on lawns and landscaping in 2023; the maintenance cycle has been reset accordingly.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$128,917
7 (2031)	\$147,935
11 (2035)	\$169,759
15 (2039)	\$194,802
19 (2043)	\$223,540
Repeat Every 4 Years	

Previous Notes: In 2023 the Association requested that lawn and landscaping renovation be moved from 2026 to 2023 at a budget of \$25,000. Future maintenance budgets remain at the previous budget to provide adequate funds for future projects. This component budgets a lump sum amount to maintain the lawns & landscaping throughout the community. The grounds appeared to be well manicured at the 2022 site visit. Funds should be drawn from this component as needed.

U 2.9.2 Landscape - Drainage **Site**

Maintenance Cycle: 5 years **Next Maintenance:** Year 4 (2028)
Quantity: 1 Lump Sum **Unit Cost:** \$233,680.00 / LS
Estimate: \$233,680
Cost Source: RCL Database **General Condition:** Reported Good

2024 Notes: In 2024 the Association reported plans to maintain the drainage at a budget of \$5,000 after spending \$340 in 2023.

FUTURE MAINTENANCE	
YEAR	COST
4 (2028)	\$266,858
9 (2033)	\$316,943
14 (2038)	\$376,429
19 (2043)	\$447,080
24 (2048)	\$530,991
Repeat Every 5 Years	

Previous Notes: In 2023 the Association reported spending \$3,988 on the site drainage, and additional maintenance estimated at \$11,000 will be completed in 2023. Future maintenance budgets remain at the previous rate to provide adequate funds to address drainage issues. This component budgets funds to repair and improve drainage systems associated with landscaping throughout the extensive site. The Association reported completing work in 2022 for a cost of \$18,067 which has not yet been paid out of reserves. No outstanding issues with the landscape drainage system were reported at the 2022 site visit.

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

U 2.9.3 Putting Green - Maintenance **Site**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$0

Cost Source: RCL Database

Next Maintenance: Year 0 (2024)

Unit Cost: \$0.00 / LS

General Condition: Poor

2024 Notes: No new updates were reported.

Previous Notes: In 2023 the Association reported that they did not renovate the putting green and are considering removing this asset. The cost has been set to \$0 to reflect this change. This component may be removed from future reports. The Association reported plans to restore the putting green for an estimated cost of \$40,000 in 2022. The grass is currently quite dry and will either be restored or replaced with artificial turf. The budget continues to provide funds for future maintenance to ensure the area remains in good condition.

FUTURE MAINTENANCE	
YEAR	COST

U 2.9.4 Gravel Trails - Maintenance **Site**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$63,910

Cost Source: RCL Database

Next Maintenance: Year 7 (2031)

Unit Cost: \$63,910.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reportedly spent \$4,000 in 2022 on gravel trail maintenance and has not spent any funds to date in 2023. Gravel walking/nature trails are found throughout the community, including Forest Village; the trails observed were in good condition. The budget provides a lump sum on a 10 year cycle to maintain the gravel trails. The Association reported spending \$4,000 on maintenance in 2022. Funds should be drawn from this component as needed.

FUTURE MAINTENANCE	
YEAR	COST
7 (2031)	\$80,919
17 (2041)	\$114,144
27 (2051)	\$161,011

U 2.9.5 Pea Patch - Major Renovation **Site**

Maintenance Cycle: 20 years

Quantity: 1 Lump Sum

Estimate: \$80,730

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$80,730.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: Planter box materials were purchased in 2023 at a cost of \$1,158. The next maintenance remains in 2027 to fund a major renovation; the Association may continue to use reserve funds to finance minor renovations during the interim. A Pea Patch is located next to the North Community Building for residents' use. The next maintenance year has been moved up to 2027 at the request of the Association. Some minor issues with piping were reported at the 2022 site visit but the Pea Patch gardens appeared to be well maintained overall. The budget continues to fund for major renovations to the Pea Patch area, such as rebuilding the raised beds and replenishing the soil. Irrigation lines could also be addressed with the next renovation.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$89,074
23 (2047)	\$177,239

U 2.9.6 Arbor Replacement **Site**

Maintenance Cycle: 3 years

Quantity: 1 Lump Sum

Estimate: \$35,050

Cost Source: RCL Database

Next Maintenance: Year 0 (2024)

Unit Cost: \$35,050.00 / LS

General Condition: N/A

2024 Notes: In 2024 the Association confirmed plans to complete arbor replacement in 2024 at a budget of \$10,000 as previously budgeted. The Association expressed that due to operating cash shortages at the year end, all arbor work has been reclassified to reserves. Approximately \$127,500 was spent between November and December 2023 on arbor replacement.

Previous Notes: The Association reportedly spent \$13,886 in 2022 on tree replacements. The component name was previously "Landscaping Trees - Major Remove/Replace" and has been updated at the Association's request. The component budgets to replace the trees located throughout the community as needed. The Association reported that tree removal is completed with funds from the operating budget. The site is extensive, with many varieties of trees; on going maintenance will be required as the trees mature.

FUTURE MAINTENANCE	
YEAR	COST
0 (2024)	\$10,000
3 (2027)	\$38,673
6 (2030)	\$42,877
9 (2033)	\$47,539
12 (2036)	\$52,707
Repeat Every 3 Years	

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

U 3.3.1 Concrete Pavement - Maintenance

Concrete

Maintenance Cycle: 3 years

Next Maintenance: Year 1 (2025)

Quantity: 433,920 Square Feet

Unit Cost: \$13.67 / SF

Estimate: 433,920 SF X 3% X \$13.67/SF = \$177,951 + tax = \$195,920

Cost Source: RCL Database

General Condition: Good/Fair

2024 Notes: The Association did not report completing concrete pavement maintenance in 2023 as previously scheduled, so the maintenance has been moved to 2025.

FUTURE MAINTENANCE

YEAR	COST
1 (2025)	\$201,798
4 (2028)	\$223,737
7 (2031)	\$248,061
10 (2034)	\$275,029
13 (2037)	\$304,930
Repeat Every 3 Years	

Previous Notes: The Association expressed plans to complete the concrete paving maintenance in 2023 at a budget of approximately \$100,000. In 2022 the Association spent \$123,386 on pavement maintenance. The budget for future maintenance remains at the previous rate to ensure adequate funds are available at the next maintenance cycle. The Association provided updated quantity for the concrete sidewalks, curbing & driveways that are the responsibility for the Umbrella to maintain. It is noted that the driveways are exposed aggregate, which are more expensive to maintain than regular flatwork concrete. In 2022 approximately \$57,874 was spent on concrete maintenance and an additional \$55,000 is planned to be spent modifying the concrete at the Town Hall front entry. Past records show that \$37,723 was spent in 2021. The budget provides funds for future maintenance of the concrete to mitigate tripping hazards, replace damaged sections of flatwork and repair damaged curbs as necessary; funds may be used as needed. Concrete sidewalks, curbing & driveways within each Village is the respective Villages' responsibility to maintain.

U 3.4.1 Retaining Wall - Contingency

Concrete

Maintenance Cycle: 5 years

Next Maintenance: Year 2 (2026)

Quantity: 1 Lump Sum

Unit Cost: \$60,280.00 / LS

Estimate: \$60,280

Cost Source: RCL Database

General Condition: Good

2024 Notes: No new updates were reported.

FUTURE MAINTENANCE

YEAR	COST
2 (2026)	\$64,261
7 (2031)	\$76,322
12 (2036)	\$90,647
17 (2041)	\$107,660
22 (2046)	\$127,867
Repeat Every 5 Years	

Previous Notes: Retaining walls can be found throughout the community; they require ongoing maintenance and will occasionally need to be inspected and maintained as the community matures. The retaining walls observed at the 2022 site visit appeared to be structurally sound. The Association reported that previous maintenance was completed in 2021 for a cost of \$25,000. The budget provides funds for future inspections and maintenance to ensure the retaining walls retain their integrity.

U 5.4.1 Exterior Rails - Maintenance

Ext Envelope

Maintenance Cycle: 5 years

Next Maintenance: Year 4 (2028)

Quantity: 1 Lump Sum

Unit Cost: \$12,060.00 / LS

Estimate: \$12,060

Cost Source: RCL Database

General Condition: Good

2024 Notes: The Association reported spending \$950 in 2023 on replacing the handrail of the lower town hall; the maintenance cycle has been reset.

FUTURE MAINTENANCE

YEAR	COST
4 (2028)	\$13,772
9 (2033)	\$16,357
14 (2038)	\$19,427
19 (2043)	\$23,073
24 (2048)	\$27,404
Repeat Every 5 Years	

Previous Notes: In 2023 the Association reportedly spent \$1,000 on exterior rail maintenance, and are expecting an additional \$1,000 in 2023. Metal handrails can be found along walkways and stairs throughout the community. They appeared to be weathering as expected at the 2022 site visit. It was previously reported that the Association is replacing the painted steel hand rails with prefinished aluminum hand rails which have less maintenance requirements.

U 6.2.1 Guardhouse Building - Maintenance

Ext Envelope

Maintenance Cycle: 10 years

Next Maintenance: Year 9 (2033)

Quantity: 1 Lump Sum

Unit Cost: \$8,550.00 / LS

Estimate: \$8,550

Cost Source: RCL Database

General Condition: Not Observed

2024 Notes: In 2023 the Association reportedly rebuilt the sewer line lift pump, including a damaged underground line; the maintenance was described as a one-off repair.

FUTURE MAINTENANCE

YEAR	COST
9 (2033)	\$11,596
19 (2043)	\$16,358
29 (2053)	\$23,075

Previous Notes: Emergency plumbing repairs were completed in 2023 at a cost of \$24,374. The maintenance cycle will reset due to the amount expended on the work. The budget remains the same due to the emergency nature of the work in 2023. The Association reported that the guardhouse was updated in 2021 for a cost of \$10,055 for interior/exterior paint, plumbing, brick/concrete work, and interior flooring. We did not have an opportunity to directly observe the interior of the guardhouse, but the exterior was in good repair at the time of the site visit. The next maintenance year has been reset accordingly.

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

U 16.3.2 Radio Repeater - Maintenance **Life Safety**

Maintenance Cycle: 30 years

Quantity: 1 Lump Sum

Estimate: \$18,000

Cost Source: RCL Database

Next Maintenance: Year 7 (2031)

Unit Cost: \$18,000.00 / LS

General Condition: Reported Good

2024 Notes: In 2024 the Association reported plans to maintain the radio repeater instead of completing a full replacement. The estimated cost of replacement has been increased in light of the cost for repairs. The cost for emergency responder radio systems varies greatly, depending on the location, required coverage area and infrastructure. The replacement cost is a placeholder until additional information is provided by Providence Point regarding their system requirements.

Previous Notes: The radio repeater is part of the emergency system and is located in the Highlander building. The Association reported that it was last serviced in 2015. Funds should be drawn from this component as needed to keep the system operational at all times.

FUTURE MAINTENANCE

YEAR	COST
7 (2031)	\$22,790

U 16.5.1 Generator - Guardhouse - Replace **Life Safety**

Maintenance Cycle: 15 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$7,093.55/EA = \$7,094 + tax = \$7,810

Cost Source: RCL Database

Next Maintenance: Year 9 (2033)

Unit Cost: \$7,093.55 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: No issues with the Guardhouse generator were reported at the time of the 2022 site visit. Generators are located at the Front Gate, Clubhouse, North Community Building and South Community Building. Each generator is budgeted in a separate component since the time frames for replacement are different for each. This component covers the Guardhouse generator which is housed to protect it from the elements.

FUTURE MAINTENANCE

YEAR	COST
9 (2033)	\$10,593
24 (2048)	\$17,747

U 16.6.1 Exterior Street Lighting - Replace **Life Safety**

Maintenance Cycle: 20 years

Quantity: 112 Each

Estimate: 112 EA X 100% X \$701.07/EA = \$78,520 + tax = \$86,450

Cost Source: RCL Database

Next Maintenance: Year 10 (2034)

Unit Cost: \$701.07 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The Association is responsible for maintaining street lighting throughout the community. It was reported that the current exterior lights are being replaced with LED fixtures for an estimated cost of \$600 each. At the request of the Association, this component budgets for a complete replacement every 20 years, starting in 2034. The Association reported that replacement and maintenance of the acrylic globes is now completed with funds from the operating budget.

FUTURE MAINTENANCE

YEAR	COST
10 (2034)	\$121,357
30 (2054)	\$241,475

U 16.8.1 Bollards - Selective Replacement **Life Safety**

Maintenance Cycle: 10 years

Quantity: 20 Each

Estimate: 20 EA X 100% X \$1,401.91/EA = \$28,038 + tax = \$30,870

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$1,401.91 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component provides funds to replace the site lighting bollards as needed. The component was added in 2022 at the request of the Association.

FUTURE MAINTENANCE

YEAR	COST
3 (2027)	\$34,061
13 (2037)	\$48,046
23 (2047)	\$67,774

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

U 18.1.1 Automatic Door Operators - Update **Security**

Maintenance Cycle: 15 years

Quantity: 9 Each

Estimate: 9 EA X 100% X \$3,858.11/EA = \$34,723 + tax = \$38,230

Cost Source: RCL Database

Next Maintenance: Year 5 (2029)

Unit Cost: \$3,858.11 / EA

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported plans to replace the automatic door operators over five years beginning in 2027. The budget has been set for 2029, the middle of the 5 year replacement cycle. All automatic door operators were reported to be in working condition at the 2022 site visit. This component budgets funds to cover the cost of automatic door operators at hinged doors throughout the community to increase accessibility. Future maintenance cycles fund for maintaining the operators.

FUTURE MAINTENANCE	
YEAR	COST
5 (2029)	\$45,186
20 (2044)	\$75,702

U 18.1.2 Security System, Guardhouse/Maintenance Shop - Update **Security**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$17,480

Cost Source: RCL Database

Next Maintenance: Year 7 (2031)

Unit Cost: \$17,480.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The security system includes cameras at each gate and a recording device. No issues with the system were reported at the 2022 site visit. This component budgets funds for system updates and maintenance every ten years. Major upgrades to the system were completed in 2020.

FUTURE MAINTENANCE	
YEAR	COST
7 (2031)	\$22,132
17 (2041)	\$31,219
27 (2051)	\$44,038

U 18.1.3 Key Track System - Install/Upgrades **Security**

Maintenance Cycle: 20 years

Quantity: 1 Lump Sum

Estimate: \$55,050

Cost Source: RCL Database

Next Maintenance: Year 15 (2039)

Unit Cost: \$55,050.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported installing a key track system in 2019 for a cost of \$39,600. We have reset the next maintenance year accordingly to fund for future upgrades to the system.

FUTURE MAINTENANCE	
YEAR	COST
15 (2039)	\$91,782

U 18.2.1 Gate Controls & Entry Gates - Maintenance **Security**

Maintenance Cycle: 5 years

Quantity: 1 Lump Sum

Estimate: \$18,700

Cost Source: RCL Database

Next Maintenance: Year 0 (2024)

Unit Cost: \$18,700.00 / LS

General Condition: Good

2024 Notes: The Association confirmed plans to maintain the gate controls and entry gates in 2024 as previously budgeted.

Previous Notes: The Association did not report plans to maintain the entry gates in 2023, so it has been moved to 2024. The Association has entry gates at the Main Entrance, at the Forest Village entrance, and at the Back Gate on the northern end of the property. With two gates at each entry, a total of six operators are required for the property. The estimated cost has been increased to \$16,000 at the request of the Association. The Association reported plans to complete maintenance in 2023. This component budgets funds to maintain the entry gates, including the gate controls. Other components, such as gate motors, loop detectors, and access kiosks/card readers are funded in other components. All systems appeared to be performing as expected at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
0 (2024)	\$18,700
5 (2029)	\$22,102
10 (2034)	\$26,251
15 (2039)	\$31,178
20 (2044)	\$37,029
Repeat Every 5 Years	

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

U 18.2.2 Gate Motors - Major Maintenance **Security**

Maintenance Cycle: 5 years **Next Maintenance:** Year 1 (2025)
Quantity: 6 Each **Unit Cost:** \$7,011.81 / EA
Estimate: 6 EA X 50% X \$7,011.81/EA = \$21,035 + tax = \$23,160
Cost Source: RCL Database **General Condition:** Reported Good

2024 Notes: The Association did not report plans to maintain the gate motors in 2024 as previously budgeted, so the maintenance has been moved to 2025.

Previous Notes: No issues with the gate motors were reported at the 2022 site visit. This component budgets for major maintenance to the 6 gate motors. Funds should be drawn from as needed to keep the motors in working order.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$23,855
6 (2030)	\$28,332
11 (2035)	\$33,650
16 (2040)	\$39,965
21 (2045)	\$47,466
Repeat Every 5 Years	

U 18.2.3 Entry System, Entry Gates - Replace **Security**

Maintenance Cycle: 15 years **Next Maintenance:** Year 14 (2038)
Quantity: 3 Each **Unit Cost:** \$10,514.68 / EA
Estimate: 3 EA X 100% X \$10,514.68/EA = \$31,544 + tax = \$34,730
Cost Source: RCL Database **General Condition:** Good

2024 Notes: The Association reportedly spent about \$6,970 in 2023 to replace the door king access kiosk at the main entry; the maintenance cycle has been reset.

Previous Notes: The Association reported plans to complete \$10,000 in maintenance to the entry system and gates in 2023. The budget for future maintenance remains at the previous rate to ensure adequate funds are available. The Association reported replacing one kiosk in 2022 for a cost of \$8,769; this cost has already been paid out of reserves. Additional maintenance is planned for 2023. Previous maintenance was completed on the Back Gate in 2020 and on the Forest Village entry gate in 2016. This component budgets to maintain the entry system, including access kiosks and card readers. There are a total of 3 entry systems: one at each entry gate. Funds should be used as needed to ensure these components remain in working order.

FUTURE MAINTENANCE	
YEAR	COST
14 (2038)	\$55,946
29 (2053)	\$93,729

U 18.2.4 Loop Detectors, Entry Gates - Replace **Security**

Maintenance Cycle: 15 years **Next Maintenance:** Year 9 (2033)
Quantity: 6 Each **Unit Cost:** \$2,568.88 / EA
Estimate: 6 EA X 100% X \$2,568.88/EA = \$15,413 + tax = \$16,970
Cost Source: RCL Database **General Condition:** Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported experiencing a replacement cost of \$2,200 per loop detector. There are a total of 6 detectors; they were reported to be performing as expected at the 2022 site visit. This component budgets funds to replace all loop detectors at the end of their anticipated useful life. Funds should be drawn from this component as needed to ensure the system remains in working order.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$23,017
24 (2048)	\$38,561

TH 6.1.1 Deck Vinyl, Town Hall - Replace **Ext Envelope**

Maintenance Cycle: 20 years **Next Maintenance:** Year 13 (2037)
Quantity: 1,000 Square Feet **Unit Cost:** \$45.46 / SF
Estimate: 1,000 SF X 100% X \$45.46/SF = \$45,460 + tax = \$50,050
Cost Source: RCL Database **General Condition:** Good

2024 Notes: No new updates were reported.

Previous Notes: The exterior deck at Town Hall has a sheet vinyl walking surface, which was installed in 2017 as part of a \$138,000 exterior deck renovation project. It appeared to be wearing well at the 2022 site visit. The budget includes funds for replacing the vinyl and repairing the structure of the deck each repair cycle.

FUTURE MAINTENANCE	
YEAR	COST
13 (2037)	\$77,898

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 6.2.2 Building Exterior, Town Hall - Maintenance **Ext Envelope**

Maintenance Cycle: 7 years

Quantity: 1 Lump Sum

Estimate: \$36,140

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$36,140.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The building exterior appeared to be weathering as expected at the 2022 site visit. This component budgets funds for maintaining the exterior of Town Hall. Maintenance includes painting the exterior, selectively replacing sections of siding, and window glazing and light fixture replacement as needed.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$39,875
10 (2034)	\$50,733
17 (2041)	\$64,546
24 (2048)	\$82,121

TH 6.2.3 Deck Awning, Town Hall - Replace **Ext Envelope**

Maintenance Cycle: 12 years

Quantity: 1 Lump Sum

Estimate: \$14,670

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$14,670.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The awning appeared to be in good condition at the 2022 site visit. The budget funds for replacement of the awning at the end of its anticipated useful life.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$17,946
18 (2042)	\$27,118
30 (2054)	\$40,977

TH 6.2.4 Gazebo, Town Hall - Maintenance **Ext Envelope**

Maintenance Cycle: 15 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$6,675.75/EA = \$6,676 + tax = \$7,350

Cost Source: RCL Database

Next Maintenance: Year 9 (2033)

Unit Cost: \$6,675.75 / EA

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The town hall gazebo appeared to be well maintained at the 2022 site visit. The budget allocates funds to keep the gazebo in good repair.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$9,969
24 (2048)	\$16,701

TH 7.4.1 Metal Roof, Town Hall - Replace **Ext Envelope**

Maintenance Cycle: 30 years

Quantity: 55 Roofing Squares

Estimate: 55 SQ X 100% X \$1,593.76/SQ = \$87,657 + tax = \$96,510

Cost Source: RCL Database

Next Maintenance: Year 20 (2044)

Unit Cost: \$1,593.76 / SQ

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: No issues with the metal roofing were reported at the 2022 site visit. It was last replaced in 2014. This component budgets funds for future replacement of the roof.

FUTURE MAINTENANCE	
YEAR	COST
20 (2044)	\$191,107

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 7.4.2 Shingle Roof, Town Hall - Replace **Ext Envelope**

Maintenance Cycle: 25 years
Quantity: 98 Roofing Squares
Estimate: 98 SQ X 100% X \$707.71/SQ = \$69,356 + tax = \$76,360
Cost Source: RCL Database

Next Maintenance: Year 19 (2043)
Unit Cost: \$707.71 / SQ

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: No issues with the shingle roof were reported at the 2022 site visit; it appeared to be performing as expected. The asphalt shingles on Town Hall were last replaced in 2018. This component budgets funds for future replacement.

FUTURE MAINTENANCE	
YEAR	COST
19 (2043)	\$146,093

TH 11.4.1 PMO Washer/Dryer - Replace **Equipment**

Maintenance Cycle: 20 years
Quantity: 1 Lump Sum
Estimate: \$2,210
Cost Source: RCL Database

Next Maintenance: Year 15 (2039)
Unit Cost: \$2,210.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: A washer/dryer was installed in the PMO area in 2019 and was reported to be performing as expected at the 2022 site visit. This component covers future equipment replacement. It is anticipated that a long useful life will be experienced since the equipment is used periodically.

FUTURE MAINTENANCE	
YEAR	COST
15 (2039)	\$3,685

TH 11.4.2 "Our Place" Oven/Range - Replace **Equipment**

Maintenance Cycle: 15 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$8,510.45/EA = \$8,510 + tax = \$9,370
Cost Source: RCL Database

Next Maintenance: Year 6 (2030)
Unit Cost: \$8,510.45 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets for maintenance and replacement of the commercial oven and range. No issues were reported at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$11,462
21 (2045)	\$19,204

TH 11.4.3 "Our Place" Oven/Griddle - Replace **Equipment**

Maintenance Cycle: 15 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$6,003.63/EA = \$6,004 + tax = \$6,610
Cost Source: RCL Database

Next Maintenance: Year 6 (2030)
Unit Cost: \$6,003.63 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets for maintenance and replacement of the commercial oven and griddle. No issues were reported at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$8,086
21 (2045)	\$13,547

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 11.4.4 "Our Place" Freezer - Replace Equipment

Maintenance Cycle: 15 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$4,659.40/EA = \$4,659 + tax = \$5,130

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$4,659.40 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets for maintenance and replacement of the commercial freezer. No issues were reported at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$6,276
21 (2045)	\$10,514

TH 11.4.5 "Our Place" Steam Table - Replace Equipment

Maintenance Cycle: 15 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$16,012.72/EA = \$16,013 + tax = \$17,630

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$16,012.72 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets for maintenance and replacement of the commercial steam table. No issues were reported at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$21,567
21 (2045)	\$36,132

TH 11.4.6 "Our Place" Refrigerator & Microwave Equipment

Maintenance Cycle: 15 years

Quantity: 2 Each

Estimate: 2 EA X 100% X \$10,326.98/EA = \$20,654 + tax = \$22,740

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$10,326.98 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets for maintenance and replacement of the commercial refrigerator and microwave oven. No issues were reported at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$27,818
21 (2045)	\$46,605

TH 11.5.1 Audio/Visual Equipment, Town Hall - Upgrades Equipment

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$25,700

Cost Source: Community Representative

Next Maintenance: Year 1 (2025)

Unit Cost: \$25,700.00 / LS

General Condition: Fair

2024 Notes: The Association did not report plans to upgrade the Town Hall audio/visual equipment in 2024 as previously budgeted, so the maintenance has been moved to 2025.

Previous Notes: The Association did not report plans to upgrade the audio visual equipment in 2023, so it has been moved to 2024. The budget has been increased to \$22,000 at the request of the Association in order to cover the installation and maintenance of new equipment. The Association reported plans to install the new system in 2023. This component budgets funds to cover the costs of audio/visual equipment upgrades. This is a discretionary expense that should be adjusted in timing and budget to meet the needs of the Association.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$26,471
11 (2035)	\$37,340
21 (2045)	\$52,672

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 12.1.1 "Our Place" Tables & Chairs - Replace **Finishes/Furnishings**

Maintenance Cycle: 15 years

Quantity: 98 Each

Estimate: 98 EA X 100% X \$163.40/EA = \$16,013 + tax = \$17,630

Cost Source: RCL Database

Next Maintenance: Year 9 (2033)

Unit Cost: \$163.40 / EA

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The budget maintains funds to replace the restaurant's tables and chairs. The tables and chairs appeared to be in good condition at our 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$23,912
24 (2048)	\$40,061

TH 12.6.1 Basement Sheet Vinyl Flooring - Replace **Finishes/Furnishings**

Maintenance Cycle: 20 years

Quantity: 1 Lump Sum

Estimate: \$23,930

Cost Source: RCL Database

Next Maintenance: Year 5 (2029)

Unit Cost: \$23,930.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The maintenance year has been moved to 2029 in conjunction with other interior renovations since the basement flooring appeared to be wearing very well at the 2022 site visit. This component budgets to replace the vinyl flooring located in the basement at the approximate end of its useful life.

FUTURE MAINTENANCE	
YEAR	COST
5 (2029)	\$28,284
25 (2049)	\$56,279

TH 12.6.2 First Floor Flooring, Town Hall - Replace **Finishes/Furnishings**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$10,430

Cost Source: RCL Database

Next Maintenance: Year 5 (2029)

Unit Cost: \$10,430.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The budget includes funds for replacing the carpeting in the hallway, on the stairs, in the main seating area, and the flooring in the restaurant. This is a discretionary expense that can be adjusted to meet the needs of the Association.

FUTURE MAINTENANCE	
YEAR	COST
5 (2029)	\$12,328
15 (2039)	\$17,389
25 (2049)	\$24,530

TH 12.6.3 Real Estate Office Carpet - Replace **Finishes/Furnishings**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$3,700

Cost Source: RCL Database

Next Maintenance: Year 5 (2029)

Unit Cost: \$3,700.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The carpeting in the real estate office was reported to be in good condition at the 2022 site visit. This is a discretionary expense that can be adjusted to meet the needs of the Association.

FUTURE MAINTENANCE	
YEAR	COST
5 (2029)	\$4,373
15 (2039)	\$6,169
25 (2049)	\$8,702

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 12.6.4 Commercial Space Flooring - Replace **Finishes/Furnishings**

Maintenance Cycle: 10 years
Quantity: 134 Square Yards
Estimate: 134 SY X 100% X \$56.33/SY = \$7,548 + tax = \$8,310
Cost Source: RCL Database

Next Maintenance: Year 5 (2029)
Unit Cost: \$56.33 / SY

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The carpeting in the commercial space was reportedly wearing well; the budget funds for future replacement. The timing and budget for carpet replacement should be adjusted to meet the aesthetic standards of the Association.

FUTURE MAINTENANCE	
YEAR	COST
5 (2029)	\$9,822
15 (2039)	\$13,855
25 (2049)	\$19,544

TH 12.6.5 Kitchen Floor, Town Hall - Replace **Finishes/Furnishings**

Maintenance Cycle: 15 years
Quantity: 1 Lump Sum
Estimate: \$9,540
Cost Source: RCL Database

Next Maintenance: Year 6 (2030)
Unit Cost: \$9,540.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The kitchen floor appeared to be in good condition at the 2022 site visit. The budget allocates funds for future replacement at the end of the expected useful life.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$11,670
21 (2045)	\$19,552

TH 12.6.6 Second Floor Carpet, Town Hall - Replace **Finishes/Furnishings**

Maintenance Cycle: 10 years
Quantity: 1 Lump Sum
Estimate: \$27,910
Cost Source: RCL Database

Next Maintenance: Year 1 (2025)
Unit Cost: \$27,910.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The carpet on the second floor is a carpet tile system. The carpet tiles appeared to be in good condition overall at the 2022 site visit but were beginning to show signs of wear. The next maintenance year is based on the Association's expected replacement schedule.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$28,747
11 (2035)	\$40,551
21 (2045)	\$57,201

TH 12.7.1 Office Equipment, Town Hall - Update **Finishes/Furnishings**

Maintenance Cycle: 3 years
Quantity: 1 Lump Sum
Estimate: \$7,980
Cost Source: RCL Database

Next Maintenance: Year 3 (2027)
Unit Cost: \$7,980.00 / LS

General Condition: Good

2024 Notes: The Association reportedly spent \$25,814 on Town Hall office equipment upgrades in January 2024; the maintenance cycle has been reset.

Previous Notes: The Association reportedly spent \$15,423 on a server replacement in February 2023. The Association reported plans to complete maintenance in 2025. This component budgets funds for replacement of equipment such as computers, printers, fax machines, scanners, etc. as needed. The Association indicated in the past that the scanners/copiers are leased.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$8,805
6 (2030)	\$9,762
9 (2033)	\$10,823
12 (2036)	\$12,000
15 (2039)	\$13,305
Repeat Every 3 Years	

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 12.8.1 Interior Walls, Town Hall - Paint **Finishes/Furnishings**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$14,250

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$14,250.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The interior walls at Town Hall were painted in 2015 with additional painting completed in 2017. The paint appeared to be in good condition at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$15,723
13 (2037)	\$22,179
23 (2047)	\$31,285

TH 12.9.1 Basement Kitchenette, Town Hall - Refurbish **Finishes/Furnishings**

Maintenance Cycle: 20 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$13,324.25/EA = \$13,324 + tax = \$14,670

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$13,324.25 / EA

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Town Hall basement kitchenette appeared to be in good working order at the 2022 site visit. Previous maintenance was completed in 2019 when a new stove and sink were installed. This component budgets a contingency to refurbish the kitchen every 20 years.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$17,946
26 (2050)	\$35,709

TH 12.9.2 "Our Place" - Town Hall - Refurbish **Finishes/Furnishings**

Maintenance Cycle: 15 years

Quantity: 1 Lump Sum

Estimate: \$35,640

Cost Source: RCL Database

Next Maintenance: Year 9 (2033)

Unit Cost: \$35,640.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: "Our Place" is a restaurant located on the first floor of Town Hall. Previous maintenance was completed in 2017 when the restaurant was refurbished for \$62,000. This discretionary fund can be updated to match the needs of the Association.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$48,339
24 (2048)	\$80,985

TH 14.1.1 Elevator/Controls, Town Hall - Full Modification **Elevator**

Maintenance Cycle: 30 years

Quantity: 1 Lump Sum

Estimate: \$183,730

Cost Source: RCL Database

Next Maintenance: Year 27 (2051)

Unit Cost: \$183,730.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported spending a total of \$147,313 on elevator upgrades in 2021, including a cost of \$21,298 for code upgrades. The Association's elevator is on a full service contract that keeps it operational at all times. This budget is intended to cover the cost of a major modification not covered under the full service contracts such as control replacement, pump replacement and hydraulic cylinder replacement. Elevator cab refurbishment is budgeted in the following component 14.1.2.

FUTURE MAINTENANCE	
YEAR	COST
27 (2051)	\$462,878

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 14.1.2 Elevator Cab - Refurbish **Elevator**

Maintenance Cycle: 15 years

Quantity: 1 Lump Sum

Estimate: \$23,370

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$23,370.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The budget provides funds for periodic updates to the interior finishes of the elevator cab. This is a discretionary expense that should be adjusted to meet the aesthetic needs of the residents.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$25,786
18 (2042)	\$43,200

TH 15.5.1 Cooling Tower, Town Hall - Replace **Life Safety**

Maintenance Cycle: 25 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$53,324.25/EA = \$53,324 + tax = \$58,710

Cost Source: RCL Database

Next Maintenance: Year 9 (2033)

Unit Cost: \$53,324.25 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: No issues with the cooling tower were reported at the 2022 site visit. This component budgets funds for major maintenance on or replacement of the cooling tower, which has now been in service since about 2008.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$79,629

TH 15.5.2 Cooling Tower Pump, Town Hall - Maint. **Life Safety**

Maintenance Cycle: 5 years

Quantity: 2 Lump Sum

Estimate: \$6,170

Cost Source: RCL Database

Next Maintenance: Year 1 (2025)

Unit Cost: \$6,170.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The budget allocates funds for repairs to the Town Hall cooling tower pump; funds should be drawn from this component as needed.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$6,355
6 (2030)	\$7,548
11 (2035)	\$8,964
16 (2040)	\$10,647
21 (2045)	\$12,645
Repeat Every 5 Years	

TH 15.5.3 Heat Pumps, Town Hall - Replace **Life Safety**

Maintenance Cycle: 5 years

Quantity: 14 Lump Sum

Estimate: \$52,570

Cost Source: RCL Database

Next Maintenance: Year 0 (2024)

Unit Cost: \$52,570.00 / LS

General Condition: Serviceable

2024 Notes: The Association reportedly spent \$21,343 in May 2024 on PMO HVAC replacements in the lobby, and expressed plans to spend the remaining budgets on additional replacements in 2024.

Previous Notes: At the request of the Association, the Town Hall heat pump replacement has been moved from 2022 to 2024. The Association reported plans to replace one heat pump in 2022; the maintenance has not yet been completed. This component budgets a lump sum for replacement of the heat pumps in the Town Hall building. Funds should be drawn from this component as needed.

FUTURE MAINTENANCE	
YEAR	COST
0 (2024)	\$34,868
5 (2029)	\$62,135
10 (2034)	\$73,797
15 (2039)	\$87,648
20 (2044)	\$104,098
Repeat Every 5 Years	

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 15.5.4 Boiler, Town Hall - Town Hall **Life Safety**

Maintenance Cycle: 10 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$8,201.63/EA = \$8,202 + tax = \$9,030
Cost Source: RCL Database

Next Maintenance: Year 6 (2030)
Unit Cost: \$8,201.63 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The boiler located in the basement of Town Hall to service the kitchen was last replaced in 2020 and was reported to be performing as expected at the 2022 site visit. Funds should be drawn from this component as needed for repairs or replacement.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$11,047
16 (2040)	\$15,582
26 (2050)	\$21,980

TH 15.5.5 Mitsubishi A/C, Town Hall - Contingency **Life Safety**

Maintenance Cycle: 15 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$14,559.49/EA = \$14,559 + tax = \$16,030
Cost Source: RCL Database

Next Maintenance: Year 1 (2025)
Unit Cost: \$14,559.49 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The Mitsubishi split system air conditioner services the multi-purpose room. No issues with the system were reported at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$16,511
16 (2040)	\$27,662

TH 15.5.6 Sanyo A/C, Town Hall - Contingency **Life Safety**

Maintenance Cycle: 15 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$8,265.21/EA = \$8,265 + tax = \$9,100
Cost Source: RCL Database

Next Maintenance: Year 0 (2024)
Unit Cost: \$8,265.21 / EA

General Condition: Fair

2024 Notes: In 2024 the Association confirmed plans to fund the Town Hall Sanyo A/C maintenance in 2024.

Previous Notes: At the request of the Association, the Town Hall A/C contingency has been moved from 2022 to 2024. The Association confirmed plans to complete maintenance in 2022. The Sanyo 2400 BTU split air conditioner system services the phone and server room.

FUTURE MAINTENANCE	
YEAR	COST
0 (2024)	\$9,100
15 (2039)	\$15,172
30 (2054)	\$25,418

TH 15.5.7 Elevator Equipment Room HVAC - Repair/Replace **Life Safety**

Maintenance Cycle: 15 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$15,531.34/EA = \$15,531 + tax = \$17,100
Cost Source: RCL Database

Next Maintenance: Year 12 (2036)
Unit Cost: \$15,531.34 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: New HVAC equipment was added in 2021 as part of the elevator code upgrades. This component budgets for repairs and future replacement of the HVAC equipment at the end of its anticipated useful life.

FUTURE MAINTENANCE	
YEAR	COST
12 (2036)	\$25,714
27 (2051)	\$43,081

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

TH 16.3.1 Electrical System - Contingency **Life Safety**

Maintenance Cycle: 25 years

Quantity: 1 Lump Sum

Estimate: \$35,050

Cost Source: RCL Database

Next Maintenance: Year 8 (2032)

Unit Cost: \$35,050.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: No issues with the electrical system were reported at the 2022 site visit. This component budgets a contingency for major maintenance to the electrical system as required, including maintenance of the switch gear, switch boards, and panels. Funds should be drawn from this component as needed.

FUTURE MAINTENANCE	
YEAR	COST
8 (2032)	\$45,931

TH 17.8.1 Fire Protection System - Upgrade/Replace **Life Safety**

Maintenance Cycle: 20 years

Quantity: 1 Lump Sum

Estimate: \$16,710

Cost Source: RCL Database

Next Maintenance: Year 18 (2042)

Unit Cost: \$16,710.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The fire protection system upgrade was reportedly completed in 2022 at a cost of \$11,329; the maintenance cycle has been reset. In 2022 the Association reported completing upgrades to the fire system in order to comply with new fire codes for a total cost of \$47,393; \$36,064 has already been paid out of reserves. This component continues to budget funds for major maintenance to the fire protection system as needed. The component number has been updated from 16.8.1 to 17.8.1 to better fit with our new numbering system.

FUTURE MAINTENANCE	
YEAR	COST
18 (2042)	\$30,889

CH 6.2.5 Building Exterior, Clubhouse - Maintenance **Ext Envelope**

Maintenance Cycle: 10 years

Quantity: 5,940 Square Feet

Estimate: 5,940 SF X 100% X \$3.94/SF = \$23,404 + tax = \$25,770

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$3.94 / SF

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets a lump sum to maintain the exterior of the Clubhouse, including painting the exterior and the selective replacement of sections of siding, failed windows and light fixtures as needed. The Association reported completing repairs and painting to the exterior of the building in 2020.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$31,525
16 (2040)	\$44,469
26 (2050)	\$62,728

CH 7.4.4 Roof, Clubhouse - Replace

Maintenance Cycle: 25 years

Quantity: 70 Roofing Squares

Estimate: 70 SQ X 100% X \$711.30/SQ = \$49,791 + tax = \$54,820

Cost Source: RCL Database

Next Maintenance: Year 10 (2034)

Unit Cost: \$711.30 / SQ

General Condition: Good

2024 Notes: The Association reported that \$2,211 was spent in February 2024 on consultant fees for a roof investigation that is planned to continue through June 2024.

Previous Notes: In 2022 the Association reportedly spent \$15,641 for repairs and engineering to repair/investigate leaks; an additional \$6,000 is expected to be spent in 2023 on additional engineering services. We understand that repairs to the Clubhouse roof are paid with funds from the operating budget. The Clubhouse roof appeared to be in good condition at the 2022 site visit; no issues were reported. This component budgets for replacement when the roof has been in service approximately 25 years.

FUTURE MAINTENANCE	
YEAR	COST
10 (2034)	\$76,955

UMBRELLA ASSOCIATION

COMPONENT SUMMARY
 FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

CH 11.2.1 Exercise Equipment, Clubhouse - Replace **Equipment**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$12,990

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$12,990.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported that some of the exercise equipment was replaced in 2017. This component budgets for future replacements; funds should be drawn from this component as needed.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$14,333
13 (2037)	\$20,218
23 (2047)	\$28,519

CH 12.1.2 Kitchen, Clubhouse - Refurbish **Finishes/Furnishings**

Maintenance Cycle: 20 years

Quantity: 1 Lump Sum

Estimate: \$26,010

Cost Source: RCL Database

Next Maintenance: Year 10 (2034)

Unit Cost: \$26,010.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported plans to complete refurbishments in 2034 in conjunction with other Clubhouse interior remodels. Funds should be drawn from this component as needed for equipment replacement and updates as desired.

FUTURE MAINTENANCE	
YEAR	COST
10 (2034)	\$36,512
30 (2054)	\$72,652

CH 12.1.3 Bathrms/Locker Rms, Clubhouse - Remodel **Finishes/Furnishings**

Maintenance Cycle: 20 years

Quantity: 1 Lump Sum

Estimate: \$98,160

Cost Source: RCL Database

Next Maintenance: Year 15 (2039)

Unit Cost: \$98,160.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: This component funds for remodeling of the bathrooms and locker rooms located in the Clubhouse. Approximately \$154,723 was spent on major renovations in 2019; the project included updating the restroom, changing room partitions, and adding new tile flooring.

FUTURE MAINTENANCE	
YEAR	COST
15 (2039)	\$163,658

CH 12.1.4 Outdoor Kitchen, Clubhouse - Refurbish **Finishes/Furnishings**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$23,370

Cost Source: RCL Database

Next Maintenance: Year 9 (2033)

Unit Cost: \$23,370.00 / LS

General Condition: Good

2024 Notes: No new updates were reported. We assume that work planned in 2023 was completed and have reset the next maintenance cycle.

Previous Notes: 2023 Notes: We understand that the outdoor kitchen at the Clubhouse was rebuilt in 2023 for a cost of \$4,029.29. The budget for the next maintenance remains to provide enough funds for a full refurbishment. At the request of the Association this component has been updated to fund for periodic refurbishment of the outdoor kitchen area. We have previously recommended that the Association look at ways to provide more weather protection for the outdoor kitchen area with the next Clubhouse remodel, since protecting this area from the elements would increase the kitchen components' useful life and make the kitchen area usable for more months during the year. The Association reported plans to complete upgrades in 2023.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$31,697
19 (2043)	\$44,712
29 (2053)	\$63,070

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COMPONENT SUMMARY
 FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

CH 12.6.7 Flooring, Clubhouse - Replace **Finishes/Furnishings**

Maintenance Cycle: 15 years

Quantity: 1 Lump Sum

Estimate: \$25,380

Cost Source: RCL Database

Next Maintenance: Year 10 (2034)

Unit Cost: \$25,380.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: 2023 Notes: The Association reported replacing the flooring in the Clubhouse in 2019. It appeared to be in good condition at the 2022 site visit. Funds are budgeted for future replacement.

FUTURE MAINTENANCE	
YEAR	COST
10 (2034)	\$35,628
25 (2049)	\$59,689

CH 12.8.2 Interiors, Clubhouse - Paint **Finishes/Furnishings**

Maintenance Cycle: 15 years

Quantity: 1 Lump Sum

Estimate: \$18,410

Cost Source: RCL Database

Next Maintenance: Year 10 (2034)

Unit Cost: \$18,410.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: 2023 Notes: This component allocates funds to paint the interior walls of the Clubhouse. The paint appeared to be in great condition at the 2022 site visit. The budget allocates funds for future painting efforts.

FUTURE MAINTENANCE	
YEAR	COST
10 (2034)	\$25,844
25 (2049)	\$43,297

CH 12.8.3 Furnishings, Clubhouse - Refurbish **Finishes/Furnishings**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$21,450

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$21,450.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: 2023 Notes: This component budgets funds to update the interior furnishings of the Clubhouse. This is a discretionary expense that can be adjusted to meet the needs of the Association.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$26,240
16 (2040)	\$37,014
26 (2050)	\$52,212

CH 13.1.1 Pool Access Chair - Replace **Pool/Spa**

Maintenance Cycle: 12 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$7,302.45/EA = \$7,302 + tax = \$8,040

Cost Source: RCL Database

Next Maintenance: Year 11 (2035)

Unit Cost: \$7,302.45 / EA

General Condition: Good

2024 Notes: In November 2023 a new chair was reportedly installed at a cost of \$7,243, the maintenance cycle has been reset.

Previous Notes: 2023 Notes: At the 2022 site visit the Association reported plans to replace the pool access chair during the 2023 fiscal year.

FUTURE MAINTENANCE	
YEAR	COST
11 (2035)	\$11,681
23 (2047)	\$17,651

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COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

CH 13.2.1 Pool Surface - Plaster & Repair Coping **Pool/Spa**

Maintenance Cycle: 15 years

Quantity: 1 Lump Sum

Estimate: \$44,200

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$44,200.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: In 2022 the Association reportedly spent \$3,633 to acid wash the pool surface. The pool surface was reported to be wearing well at the 2022 site visit. The pool was last replastered in 2012.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$48,769
18 (2042)	\$81,704

CH 13.2.2 Spa Surface - Plaster & Repair Coping

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$12,990

Cost Source: RCL Database

Next Maintenance: Year 8 (2032)

Unit Cost: \$12,990.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported spending \$9,726 in 2022 to repair/replaster the spa. The Association confirmed plans to replaster the spa in 2022. Maintenance last took place in 2012.

FUTURE MAINTENANCE	
YEAR	COST
8 (2032)	\$17,023
18 (2042)	\$24,012
28 (2052)	\$33,872

CH 13.3.1 Pool Purification System - Contingency **Pool/Spa**

Maintenance Cycle: 20 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$83,469.57/EA = \$83,470 + tax = \$91,900

Cost Source: RCL Database

Next Maintenance: Year 8 (2032)

Unit Cost: \$83,469.57 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The pool has a UV purification system which was installed in about 2012. No issues with the system were reported at the time of the 2022 site visit. This component budgets for major repairs to the system once it has been in service approximately 20 years.

FUTURE MAINTENANCE	
YEAR	COST
8 (2032)	\$120,430
28 (2052)	\$239,631

CH 13.3.2 Pool Pump - Replace **Pool/Spa**

Maintenance Cycle: 3 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$8,001.82/EA = \$8,002 + tax = \$8,810

Cost Source: RCL Database

Next Maintenance: Year 1 (2025)

Unit Cost: \$8,001.82 / EA

General Condition: Serviceable

2024 Notes: No new updates were reported.

Previous Notes: The pool pump was reportedly replaced in 2022 at a cost of \$4,947; the maintenance cycle has been reset. This component provides funds for major maintenance to keep the pool pumps functioning at all times. The Association confirmed plans to replace the pumps in 2022.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$9,074
4 (2028)	\$10,061
7 (2031)	\$11,155
10 (2034)	\$12,367
13 (2037)	\$13,712
Repeat Every 3 Years	

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

CH 13.3.3 Spa Pump - Replace **Pool/Spa**

Maintenance Cycle: 4 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$5,467.76/EA = \$5,468 + tax = \$6,020

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$5,467.76 / EA

General Condition: Serviceable

2024 Notes: No new updates were reported. The maintenance cycle has been reset with the assumption that work planned in 2023 was completed.

FUTURE MAINTENANCE

YEAR	COST
3 (2027)	\$6,642
7 (2031)	\$7,622
11 (2035)	\$8,747
15 (2039)	\$10,037
19 (2043)	\$11,518
Repeat Every 4 Years	

Previous Notes: It was reported that the spa pump was replaced in 2023. Per the Association's input, the maintenance cycle has been extended to a 4-year cycle moving forward. This component provides a contingency for major maintenance of the spa pumps and includes other incidental spa materials.

CH 13.3.4 Pool & Spa Equipment - Replace **Pool/Spa**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$14,020

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$14,020.00 / LS

General Condition: Serviceable

2024 Notes: The Association reported that between November 2023 and May 2024, all pool and spa equipment was repaired instead of fully replaced. They expressed plans to spend an additional \$8,103 in 2024.

FUTURE MAINTENANCE

YEAR	COST
6 (2030)	\$17,151
16 (2040)	\$24,193
26 (2050)	\$34,127

Previous Notes: The budget has been updated to \$12,000 at the request of the Association. This component provides a contingency for pool & spa equipment; funds should be used as needed to keep the pool and spa functional at all times.

CH 13.3.5 Pool Boiler - Replace **Pool/Spa**

Maintenance Cycle: 10 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$9,445.96/EA = \$9,446 + tax = \$10,400

Cost Source: RCL Database

Next Maintenance: Year 5 (2029)

Unit Cost: \$9,445.96 / EA

General Condition: Serviceable

2024 Notes: No new updates were reported.

FUTURE MAINTENANCE

YEAR	COST
5 (2029)	\$12,292
15 (2039)	\$17,339
25 (2049)	\$24,459

Previous Notes: The Association reported that the pool boiler was functioning as expected at the 2022 site visit. It was last replaced in 2019.

CH 13.3.6 Spa Boiler - Replace **Pool/Spa**

Maintenance Cycle: 7 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$5,558.58/EA = \$5,559 + tax = \$6,120

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$5,558.58 / EA

General Condition: Serviceable

2024 Notes: No new updates were reported. The maintenance cycle has been reset with the assumption that work planned in 2023 was completed.

FUTURE MAINTENANCE

YEAR	COST
6 (2030)	\$7,487
13 (2037)	\$9,525
20 (2044)	\$12,119
27 (2051)	\$15,418

Previous Notes: The spa boiler was reportedly replaced in 2023 at a cost of \$5,997. The budget has been updated to be in line with the experienced cost. The Association reported plans to replace the spa boiler in 2023. It was last replaced in 2015.

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

CH 15.5.8 HVAC, Clubhouse Pool Room - Contingency **Life Safety**

Maintenance Cycle: 18 years

Quantity: 1 Lump Sum

Estimate: \$227,520

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$227,520.00 / LS

General Condition: Serviceable

2024 Notes: No new updates were reported.

Previous Notes: This component budgets a contingency to keep the HVAC system for the Pool Room in working order. The cost shown is a placeholder and is subject to updating by the Association.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$278,329
24 (2048)	\$516,993

CH 15.5.9 HVAC, Clubhouse Main Building - Contingency **Life Safety**

Maintenance Cycle: 15 years

Quantity: 1 Lump Sum

Estimate: \$36,810

Cost Source: RCL Database

Next Maintenance: Year 10 (2034)

Unit Cost: \$36,810.00 / LS

General Condition: Serviceable

2024 Notes: No new updates were reported.

Previous Notes: This component budgets funds to maintain the HVAC system at the main building of the Clubhouse. The Association reported that previous maintenance was completed in 2015 when about half the HVAC system was replaced. Additional repairs were completed in 2019.

FUTURE MAINTENANCE	
YEAR	COST
10 (2034)	\$51,673
25 (2049)	\$86,571

CH 16.5.2 Generator - Clubhouse - Replace **Life Safety**

Maintenance Cycle: 15 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$0.00/EA = \$0 + tax = \$0

Cost Source: RCL Database

Next Maintenance: Year 0 (2024)

Unit Cost: \$0.00 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported plans to give further consideration to the future of the Clubhouse generator and requested that the budget be set to \$0. This component budgets funds to replace the Clubhouse generator. The generators are housed for protection from the elements.

FUTURE MAINTENANCE	
YEAR	COST

CH 16.6.2 Parking Lot Lighting - Clubhouse - Replace **Life Safety**

Maintenance Cycle: 15 years

Quantity: 1 Lump Sum

Estimate: \$3,900

Cost Source: RCL Database

Next Maintenance: Year 9 (2033)

Unit Cost: \$3,900.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets funds to maintain the parking lot lighting at the Clubhouse. No issues were reported at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$5,290
24 (2048)	\$8,862

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

NC 6.2.6 Building Exterior, N. Community - Maintenance **Ext Envelope**

Maintenance Cycle: 10 years
Quantity: 3,248 Lump Sum
Estimate: \$14,250
Cost Source: RCL Database

Next Maintenance: Year 3 (2027)
Unit Cost: \$14,250.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets a lump sum to maintain the exterior of the North Community Building. This includes painting the exterior and selectively replacing sections of siding, failed windows and light fixtures as needed.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$15,723
13 (2037)	\$22,179
23 (2047)	\$31,285

NC 7.4.6 Roof, N. Community Building - Replace **Ext Envelope**

Maintenance Cycle: 25 years
Quantity: 30 Roofing Squares
Estimate: 30 SQ X 100% X \$734.18/SQ = \$22,025 + tax = \$24,250
Cost Source: RCL Database

Next Maintenance: Year 8 (2032)
Unit Cost: \$734.18 / SQ

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The North Community Building roof was reported to be performing as expected at the 2022 site visit. The budget funds for replacement when the roof has been in service approximately 25 years. Regular maintenance and repairs will be funded from the operating budget.

FUTURE MAINTENANCE	
YEAR	COST
8 (2032)	\$31,778

NC 12.1.5 Interiors, North Community Building - Refurbish **Finishes/Furnishings**

Maintenance Cycle: 10 years
Quantity: 1 Lump Sum
Estimate: \$15,600
Cost Source: RCL Database

Next Maintenance: Year 1 (2025)
Unit Cost: \$15,600.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: This component provides funds for the North Community Building to upgrade and maintain the interiors, including interior paint, restroom upgrades, kitchen refurbishments, furnishings, hot water heaters, etc. as needed. The interiors were in good condition at the time of our 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$16,068
11 (2035)	\$22,666
21 (2045)	\$31,972

NC 15.5.10 HVAC, N. Community Bldg. - Replace **Life Safety**

Maintenance Cycle: 15 years
Quantity: 1 Lump Sum
Estimate: \$12,990
Cost Source: RCL Database

Next Maintenance: Year 1 (2025)
Unit Cost: \$12,990.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: No issues with the HVAC system were reported at the 2022 site visit. This component continues to provide a contingency for periodic replacement of the HVAC equipment.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$13,380
16 (2040)	\$22,416

UMBRELLA ASSOCIATION

COMPONENT SUMMARY
 FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

NC 16.5.3 Generator - North Comm. Bldg - Replace **Life Safety**

Maintenance Cycle: 15 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$7,093.55/EA = \$7,094 + tax = \$7,810
Cost Source: RCL Database

Next Maintenance: Year 9 (2033)
Unit Cost: \$7,093.55 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets funds to replace the North Community Building generator at the end of its anticipated useful life. The generator is housed to protect it from the elements.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$10,593
24 (2048)	\$17,747

NC 16.6.3 Parking Lot Lighting - N. Comm. Bldg - Replace **Life Safety**

Maintenance Cycle: 15 years
Quantity: 1 Lump Sum
Estimate: \$3,900
Cost Source: RCL Database

Next Maintenance: Year 9 (2033)
Unit Cost: \$3,900.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component was added in 2019 to fund for maintenance of the parking lot lighting at the North Community Building. No issues with the lighting were reported at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
9 (2033)	\$5,290
24 (2048)	\$8,862

SC 6.2.7 Building Exterior, S. Community - Maintenance **Ext Envelope**

Maintenance Cycle: 10 years
Quantity: 3,355 Square Feet
Estimate: 3,355 SF X 100% X \$3.28/SF = \$11,004 + tax = \$12,120
Cost Source: RCL Database

Next Maintenance: Year 7 (2031)
Unit Cost: \$3.28 / SF

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported painting the building exterior in 2021 for a cost of \$5,705. This component budgets a lump sum to maintain the exterior of the South Community Building. This includes painting the exterior and selectively replacing sections of siding, failed windows and light fixtures as needed. Funds should be drawn from this component as needed.

FUTURE MAINTENANCE	
YEAR	COST
7 (2031)	\$15,346
17 (2041)	\$21,646
27 (2051)	\$30,534

SC 7.4.7 Roof, S. Community Building - Replace **Ext Envelope**

Maintenance Cycle: 25 years
Quantity: 32 Roofing Squares
Estimate: 32 SQ X 100% X \$733.99/SQ = \$23,488 + tax = \$25,860
Cost Source: RCL Database

Next Maintenance: Year 5 (2029)
Unit Cost: \$733.99 / SQ

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: No issues were reported with the South Community Building roof at the 2022 site visit and it appeared to be in good condition. This component budgets for replacement when the roof has been in service approximately 25 years. Regular maintenance and repairs will be completed with funds from the operating budget.

FUTURE MAINTENANCE	
YEAR	COST
5 (2029)	\$30,565
30 (2054)	\$72,233

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

SC 11.4.7 Dishwasher, S. Community Bldg. - Replace **Equipment**

Maintenance Cycle: 15 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$5,803.81/EA = \$5,804 + tax = \$6,390
Cost Source: RCL Database

Next Maintenance: Year 8 (2032)
Unit Cost: \$5,803.81 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The South Community Building has a commercial grade Moyer Diebel dishwasher, which was replaced in 2017. This component budgets for replacement at the end of its expected useful life.

FUTURE MAINTENANCE	
YEAR	COST
8 (2032)	\$8,374
23 (2047)	\$14,029

SC 12.1.6 Interiors, South Community Building - Refurbish **Finishes/Furnishings**

Maintenance Cycle: 10 years
Quantity: 1 Lump Sum
Estimate: \$15,600
Cost Source: RCL Database

Next Maintenance: Year 1 (2025)
Unit Cost: \$15,600.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: This component provides funds for the South Community Building to maintain the interiors, including interior paint, restroom upgrades, kitchen refurbishments, furnishings, hot water heaters, etc. as needed. The interiors appeared to be in good condition at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$16,068
11 (2035)	\$22,666
21 (2045)	\$31,972

SC 15.5.11 HVAC, S. Community Bldg. - Contingency **Life Safety**

Maintenance Cycle: 15 years
Quantity: 1 Lump Sum
Estimate: \$16,700
Cost Source: RCL Database

Next Maintenance: Year 0 (2024)
Unit Cost: \$16,700.00 / LS

General Condition: Reported Good

2024 Notes: The Association confirmed plans to fund the community building HVAC budget in 2024 as previously budgeted; they also provided an updated cost for maintenance.

Previous Notes: The Association reported that the HVAC contingency was not maintained in 2022 and requested that it be moved to 2024. The Association reported plans to complete maintenance in 2022. This component budgets a contingency for periodic replacement of the HVAC equipment at the South Community Building.

FUTURE MAINTENANCE	
YEAR	COST
0 (2024)	\$16,700
15 (2039)	\$27,843
30 (2054)	\$46,647

SC 16.5.4 Generator - South Comm. Bldg - Replace **Life Safety**

Maintenance Cycle: 15 years
Quantity: 1 Lump Sum
Estimate: \$12,260
Cost Source: RCL Database

Next Maintenance: Year 10 (2034)
Unit Cost: \$12,260.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets funds to replace the South Community Building generator at the end of its anticipated useful life. It was last replaced in 2019. The generator is housed to protect it from the elements.

FUTURE MAINTENANCE	
YEAR	COST
10 (2034)	\$17,210
25 (2049)	\$28,833

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

M 2.7.2 Maintenance Shop Fence - Repair/Replace Site

Maintenance Cycle: 40 years

Quantity: 1 Lump Sum

Estimate: \$23,220

Cost Source: RCL Database

Next Maintenance: Year 36 (2060)

Unit Cost: \$23,220.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported installing an 8' vinyl coated chain link security fence with privacy slats at the maintenance shop in 2020. The fence appeared to be in very good condition at the 2022 site visit. This component budgets for future repairs or replacement. Funds should be drawn from this component as needed for repairs. It was reported that the privacy slats are maintained with funds from the operating budget.

FUTURE MAINTENANCE	
YEAR	COST

M 6.2.8 Maintenance Shop Structures - Maintenance Ext Envelope

Maintenance Cycle: 35 years

Quantity: 1 Lump Sum

Estimate: \$50,530

Cost Source: RCL Database

Next Maintenance: Year 10 (2034)

Unit Cost: \$50,530.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The maintenance shop area has a garage and two 22' Conex storage containers. This component budgets funds on a 35 year cycle to maintain these structures. Funds should be drawn from this component as needed for major repairs.

FUTURE MAINTENANCE	
YEAR	COST
10 (2034)	\$70,933

M 6.2.9 Exterior Siding & Trim, Bus Barn - Paint Ext Envelope

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$3,710

Cost Source: RCL Database

Next Maintenance: Year 6 (2030)

Unit Cost: \$3,710.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Bus Barn is located in Washington Village. Much of the maintenance will need to be coordinated with Washington Village since the Bus Barn is attached to garages belonging to the Village. The Bus Barn was last painted in 2020; the paint appeared to be weathering as expected at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$4,539
16 (2040)	\$6,402
26 (2050)	\$9,031

M 6.2.10 Siding & Trim, Bus Barn - Major Maint Ext Envelope

Maintenance Cycle: 40 years

Quantity: 1 Lump Sum

Estimate: \$12,470

Cost Source: RCL Database

Next Maintenance: Year 36 (2060)

Unit Cost: \$12,470.00 / LS

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association confirmed that the Bus Barn siding was replaced with fiber cement board in 2019. We understand that minor siding repairs will be completed with funds from the operating budget.

FUTURE MAINTENANCE	
YEAR	COST

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

M 6.2.11 Garage Doors, Bus Barn - Replace **Ext Envelope**

Maintenance Cycle: 20 years
Quantity: 2 Each
Estimate: 2 EA X 100% X \$1,330.61/EA = \$2,661 + tax = \$2,930
Cost Source: RCL Database

Next Maintenance: Year 1 (2025)
Unit Cost: \$1,330.61 / EA

General Condition: Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported receiving a bid to replace the garage doors for \$2,400; the work is planned for 2025. This component budgets to replace the Bus Barn garage doors once they reach the end of their anticipated useful life.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$3,018
21 (2045)	\$6,005

M 7.4.8 Roof, Bus Barn - Replace **Ext Envelope**

Maintenance Cycle: 30 years
Quantity: 8 Roofing Squares
Estimate: 8 SQ X 100% X \$1,180.74/SQ = \$9,446 + tax = \$10,400
Cost Source: RCL Database

Next Maintenance: Year 24 (2048)
Unit Cost: \$1,180.74 / SQ

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: No issues with the Bus Barn roof were reported at the 2022 site visit. It was last replaced in 2018. The next replacement is scheduled to take place once the roof has been in service 30 years.

FUTURE MAINTENANCE	
YEAR	COST
24 (2048)	\$23,632

M 11.1.1 Vehicles, 24-Seat Bus - Replace **Equipment**

Maintenance Cycle: 10 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$157,729.34/EA = \$157,729 + tax = \$173,660
Cost Source: RCL Database

Next Maintenance: Year 1 (2025)
Unit Cost: \$157,729.34 / EA

General Condition: Serviceable

2024 Notes: The Association did not report plans to replace the 24-seat bus in 2024 as previously budgeted, so the maintenance has been moved to 2025.

Previous Notes: The Association did not report plans to replace the bus in 2023, so it has been pushed out to 2024. The Association reported that they are considering replacing the 24-seat bus with a 14-seat bus. This component continues to budget for a 24-seat bus in order to financially prepare the Association for the more expensive option.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$178,870
11 (2035)	\$252,314
21 (2045)	\$355,913

M 11.1.2 Vehicles, Ford Escape - Replace **Equipment**

Maintenance Cycle: 10 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$29,763.85/EA = \$29,764 + tax = \$32,770
Cost Source: RCL Database

Next Maintenance: Year 6 (2030)
Unit Cost: \$29,763.85 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets to replace the Ford Escape truck once it has been in service for approximately 10 years. It was last replaced in 2020 and was reported to be performing as expected at the 2022 site visit.

FUTURE MAINTENANCE	
YEAR	COST
6 (2030)	\$40,088
16 (2040)	\$56,548
26 (2050)	\$79,767

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

M 11.1.3 Vehicles, Ford Ranger - Replace **Equipment**

Maintenance Cycle: 10 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$42,524.98/EA = \$42,525 + tax = \$46,820

Cost Source: RCL Database

Next Maintenance: Year 1 (2025)

Unit Cost: \$42,524.98 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets to replace the Ford Ranger truck once it has been in service for approximately 10 years. At the request of the Association, the next replacement has been moved out to 2025 as the truck is in good condition.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$48,225
11 (2035)	\$68,026
21 (2045)	\$95,957

M 11.1.4 Vehicles, Ford F-250 - Replace **Equipment**

Maintenance Cycle: 10 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$64,268.85/EA = \$64,269 + tax = \$70,760

Cost Source: RCL Database

Next Maintenance: Year 5 (2029)

Unit Cost: \$64,268.85 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The estimated cost of replacement has been updated at the request of the Association. This component budgets to replace the Ford F-250 truck once it has been in service for approximately 10 years. The Association purchased a snow plow, which is used with the F-250. Maintenance of the snow plow is budgeted in the following component 11.1.5.

FUTURE MAINTENANCE	
YEAR	COST
5 (2029)	\$83,635
15 (2039)	\$117,975
25 (2049)	\$166,415

M 11.1.5 Snow Plow - Replace **Equipment**

Maintenance Cycle: 10 years

Quantity: 1 Lump Sum

Estimate: \$12,870

Cost Source: RCL Database

Next Maintenance: Year 5 (2029)

Unit Cost: \$12,870.00 / LS

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets to replace the snow plow once it has been in service for approximately 10 years, in conjunction with the F-250 replacement.

FUTURE MAINTENANCE	
YEAR	COST
5 (2029)	\$15,212
15 (2039)	\$21,458
25 (2049)	\$30,268

M 11.1.6 Vehicles, Transit Van - Replace **Equipment**

Maintenance Cycle: 10 years

Quantity: 1 Each

Estimate: 1 EA X 100% X \$36,512.26/EA = \$36,512 + tax = \$40,200

Cost Source: RCL Database

Next Maintenance: Year 3 (2027)

Unit Cost: \$36,512.26 / EA

General Condition: Reported Good

2024 Notes: The Association did not report plans to replace the transit van in 2024 as previously budgeted, so the maintenance has been moved to 2027 to stagger the budget.

Previous Notes: This component budgets to replace a Transit Van once it has been in service for approximately 10 years.

FUTURE MAINTENANCE	
YEAR	COST
3 (2027)	\$44,355
13 (2037)	\$62,567
23 (2047)	\$88,257

UMBRELLA ASSOCIATION

COMPONENT SUMMARY
 FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

M 11.1.7 Vehicles, Transit Van - Replace **Equipment**

Maintenance Cycle: 10 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$36,512.26/EA = \$36,512 + tax = \$40,200
Cost Source: RCL Database

Next Maintenance: Year 1 (2025)
Unit Cost: \$36,512.26 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: This component budgets to replace a Transit Van once it has been in service for approximately 10 years.

FUTURE MAINTENANCE	
YEAR	COST
1 (2025)	\$41,406
11 (2035)	\$58,407
21 (2045)	\$82,389

M 11.1.8 Vehicles, Ford F-150 - Replace **Equipment**

Maintenance Cycle: 10 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$33,587.65/EA = \$33,588 + tax = \$36,980
Cost Source: RCL Database

Next Maintenance: Year 4 (2028)
Unit Cost: \$33,587.65 / EA

General Condition: Reported Good

2024 Notes: The Association did not report plans to replace the Ford F-150 in 2024 as previously budgeted, so the maintenance has been moved to 2028 to stagger the budget.

Previous Notes: This component budgets to replace the Ford F-150 truck once it has been in service for approximately 10 years. The Association reported plans to replace it in 2024.

FUTURE MAINTENANCE	
YEAR	COST
4 (2028)	\$42,230
14 (2038)	\$59,570
24 (2048)	\$84,030

M 11.1.9 Vehicles, E-2500 Cargo Van - Replace **Equipment**

Maintenance Cycle: 10 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$37,965.49/EA = \$37,965 + tax = \$41,800
Cost Source: RCL Database

Next Maintenance: Year 2 (2026)
Unit Cost: \$37,965.49 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported that the cargo van replacement is on hold for now, so it has been moved to 2026. This component budgets to replace a Cargo Van once it has been in service for approximately 10 years. The Association reported plans to replace both Cargo Vans in 2023.

FUTURE MAINTENANCE	
YEAR	COST
2 (2026)	\$44,561
12 (2036)	\$62,858
22 (2046)	\$88,667

M 11.1.10 Vehicles, E-2500 Cargo Van - Replace **Equipment**

Maintenance Cycle: 10 years
Quantity: 1 Each
Estimate: 1 EA X 100% X \$37,965.49/EA = \$37,965 + tax = \$41,800
Cost Source: RCL Database

Next Maintenance: Year 2 (2026)
Unit Cost: \$37,965.49 / EA

General Condition: Reported Good

2024 Notes: No new updates were reported.

Previous Notes: The Association reported that the cargo van replacement is on hold for now, so it has been moved to 2026. This component budgets to replace a Cargo Van once it has been in service for approximately 10 years. The Association reported plans to replace both Cargo Vans in 2023.

FUTURE MAINTENANCE	
YEAR	COST
2 (2026)	\$44,561
12 (2036)	\$62,858
22 (2046)	\$88,667

UMBRELLA ASSOCIATION

COMPONENT SUMMARY

FUTURE MAINTENANCE WITH INFLATED ESTIMATES

14-Jul-24

U 2.6.2 Backflow Preventor - Maintenance

Site

Maintenance Cycle: 3 years

Next Maintenance: Year 0 (2024)

Quantity: 1 Lump Sum

Unit Cost: \$78,741.00 / LS

Estimate: 1 LS X 100% X \$78,741.00/LS = \$78,741 + tax = \$86,690

Cost Source: Community Representative

General Condition: Not Observed

This is a new component that is being added at the request of the Association. In 2023 \$5,505 was spent on backflow preventor maintenance. In 2024 a total of \$78,741 is expected to be spent.

FUTURE MAINTENANCE

YEAR	COST
0 (2024)	\$86,690
3 (2027)	\$95,650
6 (2030)	\$106,049
9 (2033)	\$117,579
12 (2036)	\$130,362
Repeat Every 3 Years	

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

Alterations Procedures (Design Review)
(Relating to Changes to Units and the Property)

AUTHORITY:

1. Article 4, Section 4.6 of the Umbrella Declaration provides that, "Nothing shall be altered, installed, placed or constructed in, on or about, or removed from, any Umbrella Property or improvements, except with the prior written consent of the Umbrella Board."

2. Article 7 Section 7.2 of the Umbrella Declaration provides in applicable part that, "The Umbrella Board is empowered to adopt, amend and revoke on behalf of the Umbrella Association, detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners".

3. Section 10.6, Alteration of Common and Limited Common Elements, of the various Village Association Declarations provide that, "Nothing shall be altered or constructed in, on or removed from any Common Element or Limited Common Element or facility except upon the prior written consent of the Village Board." Article 10, Section 10.3 of the various Village Declarations contains certain restrictions on what may be done to Unit interiors.

PURPOSE:

The Board deems it necessary to establish rules and regulations for alterations and additions by owners inside and outside their units, and for the enforcement of such rules and regulations.

RESOLUTION:

The board resolves as follows:

I. GENERAL

- A. Changes Inside a Unit. An owner may perform any alterations or additions inside the owner's unit without consent of the association, but all work must conform to the applicable village association Declaration, By-laws, rules, and regulations.

- B. Changes Outside a Unit. Subject to Section I.C. relating to landscaping, no exterior alterations or additions (referred to as "Changes") are

permitted unless an owner submits an Alteration Application and receives approval in the manner described in this resolution.

- C. Landscape Changes. Any landscape change that alters the shape or size of the landscaped area around a unit, such as extending or decreasing the size of a patio, planting bed, or a yard, is a Non-Routine Change subject to the provision of Section IV. Any other landscape change such as planting flowers, or shrubs, requires an Alteration Agreement (See Policy Resolution Landscape Management Plan) to be approved in advance.
- D. Routine and Non-Routine. An exterior change may be a "Routine Change" as described in Section III, or a "Non-Routine Change" as described in Section IV.– All owners visually/structurally affected by a change shall be notified of the proposed change. Any owner is considered to be visually affected if the change is within 100 feet of the proposed change. Any owner is considered to be structurally affected if the change could affect a unit above, below or adjacent to the applicant unit.
- E. Notification of a Proposed Change. Notification of any owner visually or physically affected by a proposed change is the responsibility of the applicant owner. Notification can be accomplished by conversation between neighbors with the affected owner signing the application as acknowledgement of awareness of the proposed change or by a copy of the application being sent to the affected owner. A letter of support or objection with reasons for objection being sent to the Property Management Office constitutes acknowledgement that such an affected owner has been notified.
- F. Records Kept. The association will maintain files of all requests for Routine or Non-Routine Changes and any written recommendation, decision and statement of action taken, according to unit number and street address.
- G. Licensed Architect or Engineer. When deemed appropriate, a licensed architect or engineer will be engaged by the Alteration applicant to assist the facility manager in reviewing changes when advice is needed and as to whether a proposal conforms to standard specifications and conditions. A licensed architect or engineer shall make written recommendations as to whether the proposal should be supplemented with additional information, whether it should be rejected with reasons for rejection stated in writing, or whether the proposal should be approved. Henceforth, as referred to in this resolution, licensed architect or engineer is that person engaged by the association to assist the facility manager in decisions for Routine or Non-Routine Change.

II. APPLICATION PROCEDURES – ROUTINE AND NON-ROUTINE CHANGES

- A. Form of Application. All applications must be in writing on the form approved by the association, and all applicable sections must be completed. Oral requests will not be considered.
- B. Who Must Sign. Any application must be signed by an owner of the applicable unit.
- C. When Application Required. A separate application must be filed for each change even if similar or substantially identical change has been previously approved.
- D. Applicant Has Burden. The applicant has the burden to demonstrate the acceptability of the proposal. The applicant may submit with the application any materials such as samples, exhibits, petitions, photographs, expert's statements and the like that the applicant believes will be useful in evaluating the application.
- E. Expenses. All expenses incurred as part of the application process shall be borne by the applicant.
- F. Emergency Repairs. Emergency repairs, whether for Routine or Non-Routine improvements are subject only to judgment of the Facilities Manager, a licensed architect or engineer, or contractor when required, and/or person delegated by the Facilities Manager to investigate and approve such a project on an emergency basis.

III. ROUTINE CHANGES

- A. Routine Changes. A Routine Change is any of the following exterior changes if it conforms to the standard specifications and conditions on file at the Property Management Office:
 - 1. Storm/Screen Door Combinations/Door Screens
 - 2. Awnings/Window Screens
 - 3. Attic Ventilators
 - 4. Limited Common Area Exterior Lighting Fixtures
 - 5. Heat Pumps/Air Conditioners
 - 6. Privacy Lattice Screens or Enclosures
 - 7. Coverings for Wooden Walkways/Bridges
 - 8. Signs (See VI. G. of this Resolution)
 - 9. Solar Control Devices/Tube (See VI.H. of this Resolution)
- B. Application for Routine Changes. The owner must file a completed application form for a Routine Change at the Property Management Office. Applications for Routine Changes shall be routed to a village association

board for reviewing and making recommendations on any of the listed Routine Changes.

- C. Confirmation. The Facilities Manager will ascertain whether the proposed change conforms to the standard specifications and conditions on file at the Property Management Office. In addition, an Alteration & Maintenance Agreement shall be prepared and executed as provided in Section V.J. of this resolution.
- D. Action of Application. If the proposed change conforms to standard specifications and conditions and have addressed the concerns of the village board, a letter of approval will be forwarded to the applicant by the Property Management Office (standard form letter of approval), with a copy of the approval letter sent to the appropriate village board. The applicant is required to advise the Property Management Office upon completion of the work so that a final "sign-off" inspection can be scheduled.
- E. Effect if Not Approved. If the proposed change does not conform to the standard specifications and conditions, the application will be returned to the owner who may resubmit a proposal that does conform to the standard specifications and conditions or the owner may apply for a Non-Routine Change.

IV. NON-ROUTINE CHANGES

- A. Non-Routine Changes. A Non-Routine Change is any exterior change other than a Routine Change as described in Section III. Exterior alterations and additions include, but are not limited to, any work outside of the inside paint of a unit, work on all bearing walls, all wiring and plumbing inside any walls, any* changes to the flooring surface of the Unit which involves a harder product than what was initially installed and any alteration or addition to a building that can be seen from outside a unit. **Exceptions: Ground floor units or ones directly over a high-rise garage are exempt from this requirement.*
- B. Application for Non-Routine Changes. The owner must file a completed application form, with a sketch or drawing, with the Property Management Office for a Non-Routine Change.
- C. Review. The process for review is as follows:
 - 1. Once an application is received at the Property Management Office it is logged and forwarded to the Facilities Manager for review and approval. An application may require information and/or drawings from a licensed architect or engineer be provided before it can be considered for approval. All contacts with the licensed architect or engineer acting on behalf of the Umbrella Association shall be chargeable as expense and cost to the owner making the application.

2. Once approved by the Facilities Manager, the application is then forwarded to the Operations Manager for review and approval.
3. The Property Management Office will then forward copies of the completed application to the appropriate village association for action.
4. The village association board shall return the application to the Property Management Office indicating approval as to concept, subject to architectural or engineer review, or disapproval of the proposed change.
5. If the preliminary proposal is rejected by the village association, the owner shall be notified by the Property Management Office and no further action will be scheduled.

Construction Information Required:

Construction information shall be furnished as follows:

1. Construction schedule.
2. Name(s) of proposed contractor(s) and mechanic(s). Since quality of workmanship affects the entire property, the reviewers reserve the right to reject contractors for unsatisfactory past performance, or for the failure to be licensed to do business in the State of Washington.
3. Proposed contracts.
4. Location of storage site of building materials, etc.
5. Arrangements for temporary access, if any.
6. Certificate(s) of insurance of contractor(s).
7. Such other information as the licensed architect or village board may require.
8. Any King County or city permit required for the project.

D. Reasons for Rejection. If the application is rejected, the reason(s) for disapproval shall be stated as part of the written response.

E. Request for Reconsideration. The applicant may request reconsideration of a rejected application if new or additional information that may clarify the request or demonstrate its acceptability can be provided

F. Appeals. Any recommendation by a licensed architect or engineer can be appealed to the village board pursuant to the procedures for appeal set forth in Section III of Policy Resolution No. 4 entitled "Appeals."

G. Objective Evaluation. All applications will be evaluated on the basis of the restrictions contained in the Declaration, the Design Guidelines set forth in Section VI of this resolution, and on the individual merits of the design proposal, since what may be an acceptable design in one instance may not be for another.

V. PERFORMANCE OF WORK ON NON-ROUTINE CHANGES

- A. Other Changes Prohibited. No exterior changes may be performed except in accordance with this resolution.
- B. Approvals Required. All required government approvals and permits must be obtained by the owner before any work is commenced, and all work must conform to local building and zoning codes.
- C. Utility Interruptions. If any work to be performed affects common utilities or involves temporary interruptions of common utility service, the owner must notify in advance to the Property Management Office. Such interruptions will be permitted only between the hours of 8:00 AM and 5:00 PM on weekdays that are not a holiday.
- D. Debris. The owner must remove all debris generated in the course of performing any work.
- E. Noise Restrictions. No sawing, hammering, or other noisy construction activities are permitted except between the hours of 8:00 AM and 5:00 PM on weekdays that are not holidays, and 10:00 AM and 5:00 PM on weekends and holidays.
- F. Notice of Commencement. The owner must inform the Facilities Manager of the date on which construction work will begin. If the owner desires to make changes during construction, a revised application must be submitted to the Facilities Manager. The Facilities Manager shall have the right to approve changes that have no significant negative impact on the work.
- G. Notice of Completion. After the work is completed, the owner must file a "Notice of Completion" with the Property Management Office, whereupon the office will schedule a sign-off inspection with the Maintenance Department and a licensed architect or engineer.
- H. Costs. All costs related to review of construction and clean-up, installation, and maintenance of any changes shall be the obligation of the owner.
- I. Alteration & Maintenance Agreement. Before commencing any work, the owner shall execute an Alteration & Maintenance Agreement, substantially in the form of Exhibit "A" to this resolution, acknowledging the owner's responsibility to install and maintain the alteration or addition in good condition and repair at the owner's sole expense, confirming that this responsibility passes to subsequent unit owners with title to the unit, and indemnifying and holding harmless the association, the Umbrella and village board and the licensed architect or engineer from any costs or liabilities relating to or arising from the alteration or addition, as well as any other provisions deemed necessary or appropriate by the Umbrella Board. The

Alteration & Maintenance Agreement shall be filed in the unit file and a copy attached to the Resale Certificate when the unit is sold.

- J. Time for Completion. All work must be completed within six (6) months after an application is approved, unless a longer period of time is granted by the Operations Manager on behalf of the applicable board or an extension is approved before the expiration of the six-month period.
- K. Inspection. During construction, a licensed architect or engineer and/or the Facilities Manager or his/her designee shall have inspection rights for the purpose of observing materials and methods used by the owner's contractor. If approved architectural plans are not being followed, the work shall be noted and reviewed by the licensed architect or engineer and Facilities Manager and removed at the owner's expense if found to be unacceptable by the licensed architect or engineer and Facilities Manager. The purpose of this procedure is to assure all other owners that quality construction is maintained. Property values must also be maintained. At this point, the contractor will be entitled to his/her final payment.

VI. DESIGN GUIDELINES

- A. Compatibility. The proposed changes must be compatible with the architectural characteristics of the owner's unit, adjoining units, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.
- B. Location and Impact on Neighbors. The proposed change must relate favorably to the landscape, the existing structure, and the neighborhood. The primary concerns are access, view, sunlight, ventilation, and drainage. The Property Management Office and village board shall require that all those affected visually or structurally as defined in Section I.D. of this resolution be made aware of the proposed change.

The village board or Facilities Manager may, in some cases, specify who is affected. If such evidence is requested, the review period shall not be deemed to commence until the requested evidence is provided.
- C. Scale. The size (in three dimension) of the proposed change must relate appropriately to the adjacent structures and its surroundings. For example, a large addition to a small area may be inappropriate.
- D. Color. Parts of the change that are similar to existing buildings such as a roof and trim must match in color.
- E. Workmanship. The quality of workmanship must be equal to or better than that of the surrounding area.

F. Landscaping Standards.

1. Any landscaping change that alters the shape or size of the landscaped area around a building unit is considered a “Non-Routine Change” and is subject to the provisions of “Non-Routine Changes.”
2. No planting(s) or alteration to planting(s) is permitted in Umbrella Common Grounds or Limited Common Elements without an approved “Non-Routine Change.” This includes annuals and bulbs, plantings and/or containers around utility boxes, contiguous to an owner’s residence.
3. Landscaping changes, including the planting of annuals, bulbs, flowers, or shrubs in Limited Common Elements are permitted if the changes conform to all of the requirements listed in Policy Resolution No. 5, Section VI, Item F (Design Guidelines) of the Association.

a. Restrictions to Planting. Please refer to, Landscape Management Plan Policy.

4. Owners shall not plant, remove plants, or change in any way the greenbelt, trails and islands of natural conservation areas within Providence Point. The replacement of plants and/or changes within natural conservation areas will be made and/or supervised by the Umbrella Grounds Committee.
5. Requests for removal of dead, dying or nuisance trees shall include an application for a Non-Routine Change, which shall be considered for approval by the Facilities Manager as the authorized representative of the Umbrella Board. This process shall include recommendations from village boards, Umbrella Grounds Committee and an arborist as needed. Appeals to the decision of the Facilities Manager in such matters may be made to the Umbrella Board with appropriate documentation as to why the decision is being appealed. In the case of an emergency situation for removal of a dangerous tree, the Facilities Manager has the authority to proceed with removal with no or minimal concurrence from others.

Nuisance trees are those which 1) have become a threat to maintenance of building(s), air conditioning systems, sidewalks/walkways, or paved roadways/driveways; or 2) have become diseased, resulting in unseasonable shedding of leaves and unpleasant residue.

G. Placement of Ornamental Objects

1. Ornamental objects such as statues, bird baths, etc., may be permitted in the Umbrella Common Grounds areas only upon approval of the Property Management Office.
2. Such objects are prohibited from any area in which they pose a problem for grounds maintenance personnel or emergency vehicles.
3. Objects placed in violation of this policy will be removed immediately by the Property Management Office.

H. Signs. The Facilities Manager, on behalf of the Umbrella Board and village boards, with assistance of a licensed architect or engineer when needed, has the authority to approve or disapprove signs. No sign of any character shall be erected, posted, or displayed upon, in, or from any unit, condominium Common Element or Limited Common Element, or Umbrella Property, without the prior written consent of the Facilities Manager on behalf of the Umbrella Board, or the Umbrella Board. Generally, only those signs which relate to the safety and security of residents and the association will be permitted. Such signs include, by way of example but not necessarily limitation, traffic signs installed by the association or required by the locality and signs to assist emergency vehicles. The exception, listed below, are Political and Candidate signs.

Political and Candidate Signs

It is understood that during political campaign seasons, some residents may wish to display political and/or candidate signs. The Umbrella Board reserves the right to order a sign removed if it is determined to be highly offensive or uses foul language.

A. Political and Candidate Signs:

- 1) It is required that political campaign signs or candidate signs be displayed no earlier than 30 days before election and removed 72 hours after termination of the candidacy or election.
- 2) Signs can be no larger than 24" x 36" in size and can only be displayed in a unit window, from the inside.
- 3) No signs may be posted in the Common Areas of the community.

B. Prohibited Signs:

- 1) Illuminated or moving signs
- 2) Business Advertising Signs
- 3) Signs attached to utility poles or traffic signs

- 4) Abandoned signs
 - 5) Other signs not expressly permitted by this Rule.
- I. Sun Control Devices. Passive solar systems, to either keep out or let in sunlight depending on the time of day and season, are recognized energy savers. Sun control devices include draperies or other window coverings, solar film applied to windows, landscaping, trellises, awnings, and solar tubes. Awnings and exterior sun shades must be solid neutral (tan, beige, white, cream, or light gray) in color and must have straight edges (no scallops). Exterior awnings and sun shades do require an Alteration Application and approval prior to installation, including when the awning material is being replaced. Generally, any draperies, legitimate window coverings and other materials installed from the inside of the unit are encouraged, and do not require applications and approval unless they impair the design harmony of the community when seen from the exterior. Landscaping trellises, awnings and solar tubes may be installed only upon proper application and approval for Routine and Non-Routine Changes, as applicable.
 - J. Patio and Decks. Within the boundaries of the Limited Common Element appurtenant to the unit, rear yard patios, ground level decks or extensions thereto, lattices, paving materials, permanently installed furniture and the like may be installed or changed only upon proper application and approval for Routine and Non-Routine Changes as applicable.
 - K. Prohibited Structures. No masonry barbecues, storage sheds or similar structures, dog houses or similar structures, or free-standing flagpoles will be permitted. Exterior clotheslines are prohibited.

VII. PROCEDURES FOR MONITORING COMPLIANCE

- A. Inspection. The Facilities Manager shall periodically, but not less than annually, inspect and survey the exterior areas for changes and compliance with this resolution.
- B. Alleged Violations.
 1. Reports. All reports of alleged violations of this resolution must be submitted to the Facilities Manager who will inspect to determine whether a violation exists.
 2. Informal Action. If it is found that a violation exists, the Facilities Manager shall attempt informally to obtain compliance. If that fails, he/she shall make a full report to the board, which shall request the owner in writing to either correct the violation within a time period not less than thirty (30) days from date of notification requiring correction, or to present a proposed solution to the

Facilities Manager, or be subject to legal action to seek correction. (See Policy Resolution Fines and Enforcement).

3. Formal Action. If the violation is not corrected and the Facilities Manager, or the Umbrella Board, does not agree with any proposed solution, the board, shall determine the appropriate disposition of the matter, in compliance with Policy Resolution No. 24. Actions may include, at the discretion of the board, any or all of the following:
 - a) Issuing a Notice of Rule Violation.
 - b) Requiring the owner to remove the unacceptable change and to restore the affected area to its condition before the change, at the cost of the owner.
 - c) Having the association correct the violation, with associated expenses charged back to the owner.
 - d) Notifying any mortgagee of the violation.
4. Enforcement Costs. In all cases, the owner shall be responsible for the costs of enforcing this resolution, including costs of correcting any violations.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF DRONE AIRCRAFT, USE OF POLICY.

ADOPTED: November 25, 2013, at a regular meeting of the Board of Directors of Providence Point Umbrella Association.



Dana Aliverti, Umbrella Board President

DATES AMENDED:

Amendment 1 August 27, 2013 at a Regular Meeting of the Board

Amendment 2 July 24, 2018 at a Regular Meeting of the Board

Amendment 3 August 25, 2020 at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

COMMUNIVERSITY SERVICES

Article 8, Section 8.1 of the Declaration provides in applicable part that, "The Umbrella Board...shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services... [and] protecting the Umbrella Property...".

PURPOSE:

For the benefit of the Association and its members, and in order to better control the Association's finances, the Umbrella Board deems it necessary and desirable to set forth its relationship with Community Services.

Community Services is a nonprofit Corporation operating under its Articles of Incorporation and By-laws. Its purpose is to help meet the educational, cultural, social, spiritual, and health needs of senior citizens and other residents of planned communities similar to "Providence Point."

RESOLUTION:

The Umbrella Board resolves effective June 1, 1995 as follows:

1. The Umbrella Board shall appoint all members of the Board or Directors of Community Services as prescribed in the By-laws of Community Services.
2. The Umbrella Board shall have the power to remove any such member.
3. The Umbrella Board shall have the power to fill vacancies of such members.
4. All amendments to the Community Services By-laws shall require approval of the Umbrella Board.
5. The Umbrella Board shall provide for the financial needs of Community Services, which it deems prudent through its usual annual budget process. To facilitate this process, the Board of Directors of Community Services shall present its annual budget request in timely fashion each year. Budgets are made for the calendar year.

6. Communiiversity Services shall conduct its affairs in compliance with its Articles of Incorporation and By-laws generally, as it has done in the past, subject to amendment of such Articles of Incorporation and By-laws.
7. Communiiversity Services shall provide financial and activity reports to the Umbrella Board at regular intervals as requested by the Umbrella Board.
8. Both Boards shall work together to make Communiiversity's activities a substantial amenity which will improve the quality of life at Providence Point and the surrounding community.

ADOPTED: April 25, 1995, at a regular meeting of the Board.

Richard L. Witt _____
Richard L. Witt, President

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

Rules and Regulation for Use of Common Facilities

Rules and Regulations for use of our Common Facilities, including the Clubhouse, Town Hall, North Community Building, South Community Building, Craft Room, Exercise Room, Game Room, Putting Green, Collin Hall, Racquet Court, and Pool and Spa.

AUTHORITY:

1. Article 7, Authority of the Umbrella Board, Section 8.1 7.2 Adoption of Rules and Regulations of the Umbrella Declaration provides in applicable part that, "The Umbrella Board... is empowered to adopt, amend, and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners, and
2. Pursuant to Article 4, Section 4.2 Restrictions on Use of Common Elements and Facilities, Subject to other applicable provisions of this Umbrella Declaration, each owner shall have the right to use the Umbrella Property and improvements thereon for their intended use provided that the use and enjoyment thereof shall be controlled and governed by the Umbrella Board and the rules and regulations established by the Umbrella Board in connection therewith from time to time.

PURPOSE:

In order to provide for the safe and enjoyable use of Providence Point's Common Facilities, the board deems it necessary and desirable to establish rules and regulations for the use of these facilities.

Our Common Facilities were established and are operated solely for the benefit of the residents, and not for outside interests. These facilities are not operated to generate outside income.

RESOLUTION:

The board therefore resolves that the revised rules and regulations contained in this Policy Resolution and its attachments are to be followed by all residents and their guests in the use of the facilities therein.

1. All community facilities must be reserved through PMO: either the activities office or the Resident Services Coordinator. The Activities Office may, if requested by a resident, petition the Umbrella Board to suspend any rule for one occurrence of an event, or for a series of events.
2. Providence Point activities, Providence Point Foundation, Welcome Committee, Garden Club and Communiversities classes have first priority for the use of all meeting rooms and facilities.
3. All guests using the Clubhouse (including the swimming pool), North and South Community Buildings, the racquet court, the putting green, Collin Hall, Our Place, or the gameroom, must be accompanied by a resident at all times. The exercise room equipment is for the use of residents only.
4. The Clubhouse, Collin Hall, Our Place, and North and South Community buildings are available between the hours of 6:00 a.m. and 10:30 p.m. All buildings must be vacated no later than 10:30 p.m. Events must be concluded in time for cleanup, restoration, and trash removal to be completed prior to 10:30 p.m. by the group or resident hosting the event.
5. A representative of the Property Management Office / Activities Office will conduct a pre-event walk-through with the resident reserving the facility (the Renter) prior to the event (Facility Inspection Report). This will provide the opportunity to ask questions, determine any special requests, and note any visible damage or lack of cleanliness.
6. A representative of the Property Management Office / Activities Office will check the appearance, cleanliness, and inventory after the event. After the report has been filed, and if the condition of the facility is satisfactory, the Activities Office will call the Renter, who may then collect the damage deposit.
7. In the event the condition of the facility following an event is not satisfactory, the renter will be given an explanation and an opportunity to discuss the report with a representative of the Property Management Office / Activities Office. A copy of the Inspector's Checklist is enclosed.
8. The Property Management Office / Activities Office will be available to answer questions Monday through Friday, 8:00 a.m. to 4:00 p.m. If an event is scheduled for a weekend, Renters must make sure all questions have been addressed well before the event. It is the responsibility of the Renter to let the Activities Office know if they need additional assistance with any equipment. (i.e. barbecue, TV/VCR, fireplace, dishwasher, stove, sound system, etc.).
9. The Renter must make sure they have all the equipment needed well in advance of an event. (i.e. coffee pot, tablecloths, overhead projector, etc.)
10. The Clubhouse, Town Hall, and community buildings are air conditioned; therefore, the doors are to remain closed at all times.
11. There is no smoking allowed in the buildings.
12. Parking around the Clubhouse, Town Hall and the community buildings must not obstruct residents' driveways. Participating residents must provide supervision of parking for a large event.

RULES & REGULATION FOR USE OF COMMON FACILITIES

13. Unit Owners, the Umbrella Association and management are not responsible for lost or stolen property. Users of the facilities are cautioned that they do so at their own risk.
14. No pets are allowed in any common facility buildings unless they are service animals.
15. No furniture, equipment, or appliance offered to the Umbrella Association as a loan will be accepted.
16. Furniture, equipment, or appliance offered to the Umbrella Association as a gift or donation will be accepted providing that:
 - 16.1. The community manager considers the item to be useful and in good condition.
 - 16.2. It is given or donated without recourse. The donor may be asked to sign a release.
 - 16.3. Donations that may drive additional costs require approval from the Umbrella Board.
17. No authorization will be granted to borrow any equipment or other items from Providence Point Umbrella Association Common Facilities for personal use.
18. Providence Point Umbrella Association is not affiliated with any religious or political organization. The association's name and its facilities shall not be used for the public promotion of any religious organization, political organization or candidate. Accordingly, Providence Point common facilities will be made available for politically- oriented events only if the event is resident-sponsored and open to all interested residents, without public promotion.
19. Common facilities may be reserved for religious events provided that:
 - 19.1. They are limited to special worship occasions or to special service or study functions, and do not become an established place of worship residing in a Providence Point facility.
 - 19.2. No particular religion should receive any preferential treatment of any kind
 - 19.3. All such services must be conducted primarily by and for Providence Point residents
 - 19.4. All such services must be conducted in a sedate manner, which may be determined, if necessary, by a majority of the Umbrella Board.
 - 19.5. Resident wedding receptions and resident memorial services may be permitted in a common facility. Funerals, defined as pre-burial services with the deceased remains present, are not allowed.
 - 19.6. Common facilities may be used for study sessions of religious texts (e.g. Bible, Koran, Torah, Book of Mormon, etc.).
20. The common buildings are located in residential neighborhoods. Visitors to the common buildings must act accordingly and take care regarding the noise level of their person and vehicle. Rowdiness will not be tolerated.
21. Violation of common facility rules may result in forfeiture of deposits and/or restrictions in the offender's use of common facilities.
22. It is the responsibility of the resident event sponsor to assure that the rules are met.

RULES & REGULATION FOR USE OF COMMON FACILITIES

23. Commercially-oriented events, sponsored or conducted with a purpose of directly or indirectly promoting or inducing sales, are prohibited, unless the event is sponsored by the Activities Department or an established community group or club.
24. Meetings connected with outside charity organizations will be permitted only if sponsored by residents and attended predominately by residents (e.g. Providence Point Kiwanis meetings).
25. In order to provide equal opportunity for all our more than 1300 residents, no reservation will be accepted for multiple consecutive events (such as weekly, bi-weekly, or monthly), or for events more than 90 days in the future. For those wishing to hold private parties in the Clubhouse, South Community Building, Collin Hall, or Our Place, reservations for rental will be made on a first come, first served basis except for these days: Thanksgiving, Christmas Eve, Christmas Day, New Year's Day, Fourth of July, Mother's Day, and Father's Day. For these specific days, the process will be as follows:
 - o Submit your request to rent the venue 90 days in advance of the holiday. You may include a second choice venue if the primary choice is not available.
 - o If more than one person wants the same venue for the same date, a lottery will be hold 75 days in advance of the date.
 - o If a resident wins the lottery for any venue, then the next year they will be placed on a waiting list. They will be allowed to rent the venue if there are no requests or lottery for residents who did not rent the year prior.
26. The Umbrella Association may restrict residents who are not in good standing, including those who are delinquent in their assessments, from use of the common elements and facilities.
27. Owners who have leased their units to tenants or who have family member(s) residing in the unit in lieu of the owner, may not use the common elements and facilities as that right is deemed to have been leased to the tenants or given to the family member(s) as part of the unit.
28. Any exception to the common facility usage restrictions must have the prior approval of the Community Manager or approval by the Umbrella Board.
29. Special events planned by a village committee (e.g. Christmas Party) and private parties will have equal priority and will be served on a "first come, first served" basis.
30. Small groups using part of a facility (i.e. the Clubhouse, North or South Community Buildings) on a regular basis must check with the Activities Office the first of each month to ensure availability of the space.
31. Decorations must not deface walls or fixtures, and must be removed promptly after the event. Tacks, masking tape, cellophane tape, pins, etc., are not permitted. Painters tape may be used.
32. In an emergency, call 911 or use the emergency pulls. A telephone is located in the Clubhouse game room, in the North and South Community Buildings, and in the mail room next to the Activities Office. Emergency pulls are located in the exercise room, the Clubhouse restrooms, and at the end of the pool near the spa.
33. For any event, a list of non-resident guests along with the event name, location of the event, and contact information for the resident hosting the event must be provided to security, at least two hours prior to the event.
34. The library is not available to be rented for meetings and events.
35. Children must be supervised, inside and outside any facility at all times.

RULES & REGULATION FOR USE OF COMMON FACILITIES

ATTACHMENT A

FACILITY:

DATE:

NAME:

PHONE:

DATE OF EVENT:

HOURS:

*

INSPECTOR:

PHONE:

TYPE OF EVENT:

NO. OF GUESTS:

**

(Provide Non-Resident Guest List to Security)

* NOTE: Hours of 6:00 a.m. to 10:30 p.m. are strictly enforced.

** NOTE: The maximum number of guests in the Clubhouse Social Room is 152.
Collin Hall maximum capacity is 125. Our Place maximum capacity is 75.

I am a resident of Providence Point and will be in attendance for the duration of the event.

I have read the Rules and Regulations (copy attached) as adopted by the Umbrella Association, and will assure that these rules and regulations will be followed during my event. I have received a copy of the rental packet and will adhere to the guidelines stated therein.

I recognize that I am responsible for the conduct of the attendees. I will insist that music and noise, inside and outside the building, is kept at a reasonable level. I understand that noise complaints may result in forfeiture of the damage deposit, and my future use of the common facilities may be restricted.

I understand that the facility cannot be occupied before 6:00 a.m. I also understand that clean up and removals must be accomplished in time to vacate the premises no later than 10:30 p.m. Failure to vacate by 10:30 p.m. may result in forfeiture of the damage deposit.

I agree to be financially responsible for any damages (other than normal wear and tear) and any additional cleanup fees, if such are necessary, as a result of my event. I understand that I am to inspect the premises with a representative of the Property Management Office / Activities Office prior to my event, and note any visible existing damage, or lack of proper cleanliness, on the Facility Inspection Report. (See Inspector's Checklist.)

Any resident reserving a facility for a private party will pay a non-refundable and a refundable damage/cleaning fee.

Clubhouse, Collin Hall, North and South Community Buildings:

\$50.00 non-refundable fee and refundable \$100.00 damage/cleaning deposit.

Our Place Restaurant

\$125.00 non-refundable fee and refundable \$100.00 damage/cleaning deposit.

The Property Management Office is responsible for determining after-use damage and approval for refund.

Signature: _____

Date: _____

RULES & REGULATION FOR USE OF COMMON FACILITIES

FACILITY INSPECTION REPORT FOR ATTACHMENT A

Facility Name: _____

Event: _____

PRE-EVENT INSPECTION

Date: _____

Discrepancies Noted (Before Event):

Inspector Signature: _____ Applicant Signature: _____

POST-EVENT INSPECTION

Date: _____

Discrepancies Noted (After Event):

Inspector Signature: _____ Applicant Signature: _____

DEPOSIT & REFUND:

Deposit: \$ _____ Received by: _____ Date: _____

Additional Damage Compensation Required: \$ _____ Date: _____

Deposit Refund: \$ _____ Refunded by: _____

Received by: _____ Date: _____

RULES & REGULATION FOR USE OF COMMON FACILITIES

INSPECTOR'S CHECKLIST FOR COMMON FACILITIES RENTALS
FOR ATTACHMENT A

All areas (including restrooms) must be left clean and neat.

1. The room(s) must be cleaned and vacuumed/mopped
2. Furniture and furnishings returned to original positions unless otherwise changed by the Activities Office
3. All table tops wiped
4. Kitchen clean and neat
5. Range and oven cleaned
6. All food and beverages removed from refrigerator/room
7. Dishes, utensils, etc., replaced in cupboards where available
8. Caterer's items removed immediately following the event
9. All trash and garbage put in trash bins.
10. Patio swept, grill and tables cleaned, umbrellas folded where available

NOTES:

Date

Inspector

RULES & REGULATION FOR USE OF COMMON FACILITIES

ATTACHMENT B POOL & SPA RULES AND REGULATIONS

Schedule

1. The pool is open for residents and adult guests from 6:00 a.m. to 10:00 p.m. daily.
2. There are specified hours for scheduled classes when the pool is not available for general use. Check the current schedule of classes posted on the bulletin board and the website as you enter the dressing rooms or ask at the Activities Office.
3. Children are welcome daily from 3:00 p.m. to 5:00 p.m. and from 10:00 a.m. to 12:00 noon on Saturdays, Sundays and holidays.

Other

1. Users of the pool and spa do so at their own risk. There is no lifeguard on duty. For obvious reasons, it is recommended that people never be alone in the pool or spa.
2. The facilities are for the use of residents and their guests. All guests must be accompanied by a resident at all times.
3. Showering is required before entering the pool or spa (county health requirement).
4. The pool and spa may not be reserved for private parties.
5. No food or drink, except water in a plastic container, is permitted in the dressing rooms, pool, or spa.
6. Bathing attire is restricted to the pool area.
7. No diving, running, jumping, or horseplay is allowed.
8. Children who are not toilet trained are not allowed in the pool. Swim Diapers are not acceptable.
9. Only approved exercise equipment – i.e. noodles, kickboards, and aquatic weights – are allowed. Life jackets are acceptable.
10. Children are restricted from playing on or about the swim lift chair.
11. Persons with open wounds or bandages are not permitted in the pool or spa.
12. The shelves and coat hooks (and not the benches) are to be used to store belongings while in the pool.
13. Children under the age of 6 may not use the spa.
14. Persons with health problems should consult a physician before using the spa.
15. Women who are, or may be, pregnant should consult a physician before using the spa.
16. All persons are advised to limit their stay in the spa to 15 minutes at any one time.

RULES & REGULATION FOR USE OF COMMON FACILITIES

ATTACHMENT C
EXERCISE ROOM RULES

Limited equipment requires that all residents share in the use of all equipment. When other residents are waiting to use specific equipment, usage is limited as follows:

Maximum time on Life Fitness Treadmill	20 Minutes
Maximum time on Recumbent Bike	20 Minutes
Maximum time on Home Gym	5 Minutes
Maximum time on Rowing Machine	20 Minutes
Maximum time on Life Cycle Bike	20 Minutes
Maximum time on Life Fitness Cross Trainer	20 Minutes

Please comply with the times listed above and all residents will have an opportunity for a good workout.

Use of equipment is at the users own risk.

RULES & REGULATION FOR USE OF COMMON FACILITIES

ATTACHMENT D RACQUET COURT RULES AND REGULATIONS

A sign-up book to reserve the racquet court is in the mailbox attached to the court fence. A key for the court is in the nearby lockbox. The lockbox combination is available to all residents at the Activities Office (425-392-1222) or at the guardhouse (425-392-2592). In addition, a key may be obtained at the guardhouse, signed out, and returned. The court must be locked at the completion of play.

1. The court may be reserved for club sponsored play. A schedule will be available at the Activities Office and at the guardhouse.
2. Court may be reserved at other times by residents; no more than one week in advance, for one hour of singles or one and one-half hours of doubles play.
3. Scheduled tournaments and classes have first priority for use of the court.
4. If the court is not reserved, play will be on a "first-come" basis. If others are waiting to play, play shall be limited to one hour.
5. Guests must be accompanied by a resident.
6. Wearing of court shoes with light-colored, non-marking soles is required.
7. Shirts shall be worn at all times.
8. Food is not permitted on the court, but containers of water or juices are permitted at the benches.
9. No dogs, skateboards, skates, or cycles are permitted on the court surface.

RULES & REGULATION FOR USE OF COMMON FACILITIES

ATTACHMENT E PUTTING GREEN RULES AND REGULATIONS

The Putting Green should be used with the same care that would be used at any public or private golf club.

1. A resident must be present at the green when any guest is using the green. Children must be supervised.
2. Golf shoes or flat-soled shoes, only, are to be worn on the green.
3. No chipping, running, or jumping on the green.
4. Immediately repair any ball or spike marks.
5. Replace flags in cups after use. Use care not to damage the holes.

RULES & REGULATION FOR USE OF COMMON FACILITIES

ATTACHMENT F CRAFT ROOM RULES AND REGULATIONS

1. The North Community Building Craft Room is available from 3:00 p.m. to 10:30 p.m. for individual use by crafters and artisans. The room is also available at any time that no other activities are scheduled.
2. All group scheduling will be done through the Activities Office.
3. Tables must be covered, as necessary, with paper or plastic sheeting to protect table surfaces.
4. Drop cloths are to be furnished and used, as necessary, by individual craftsmen and artists.
5. Artists and crafters must clean up after themselves. Cleaning equipment is provided in the storeroom closet.
6. Power tools such as sanders, saws, planers, routers, etc. or tools that create dust or loud noise are not allowed.
7. Projects that create obnoxious or irritating fumes are not allowed.

RULES & REGULATION FOR USE OF COMMON FACILITIES

ATTACHMENT G GAME ROOM RULES AND REGULATIONS

The Game Room is located in Town Hall, on the basement level of the building. The primary purpose of the Game Room is to provide a place where pool and game players of the community can meet for both organized and individual play.

1. Regulations regarding the pool table:
 - Guests must be accompanied by a resident while playing pool.
 - Players at times will be asked to limit their game to one hour when others are waiting.
 - Replace the table cover, rack the cues, and turn off the lights when you are the last to leave.
 - There will be open pool play to all residents from 9:00 a.m. to 12:00 noon every day on a "first-come" rotational basis. Beginners and neophytes welcome.
2. Regulations regarding card and board games:
 - There are weekday scheduled group games such as Bridge, mahjong, etc.
 - Individuals that wish to play card and board games must schedule use of the Game Room through the Activities Office in order to not interfere with the scheduled groups.
3. Players are individually liable for table damage from spilled drinks, cover tears, and body weight on the pool and game tables.
4. The pool and game tables are not to be moved.

RULES & REGULATION FOR USE OF COMMON FACILITIES

ATTACHMENT H

OUR CAFE RULES & REGULATIONS

1. Our Café is a coffee shop and snack area for residents, visitors, and staff in Providence Point located in Town Hall.
2. Our Café is open 6:00 a.m. and closes at 10:00 p.m. seven days a week.
3. It may not be reserved for private events.
4. Users should take care to clean up after themselves and care for the surroundings.
5. Service animals are allowed, but must remain on the floor at all times.
6. Designated individuals should be contacted for equipment malfunctions. The designated individuals shall be posted in Our Café.

ADOPTED: June 23, 1992 at a Regular Meeting of the Board.

DATES AMENDED:

Amendment 1	<u>July 10, 2018</u> at a Regular Meeting of the Board
Amendment 2	<u>November 22, 1994</u> at a Regular Meeting of the Board
Amendment 3	<u>June 27, 1995</u> at a Regular Meeting of the Board
Amendment 4	<u>August 22, 1995</u> at a Regular Meeting of the Board
Amendment 5	<u>March 26, 2996</u> at a Regular Meeting of the Board
Amendment 6	<u>June 24, 1997</u> at a Regular Meeting of the Board
Amendment 7	<u>August 24, 1999</u> at a Regular Meeting of the Board
Amendment 8	<u>March 25, 2003</u> at a Regular Meeting of the Board
Amendment 9	<u>March 23, 2004</u> at a Regular Meeting of the Board
Amendment 10	<u>April 24, 2004</u> at a Regular Meeting of the Board
Amendment 11	<u>September 26, 2006</u> at a Regular Meeting of the Board
Amendment 12	<u>February 27, 2007</u> at a Regular Meeting of the Board
Amendment 13	<u>October 22, 2013</u> at a Regular Meeting of the Board
Amendment 14	<u>April 22, 2014</u> at a Regular Meeting of the Board
Amendment 15	<u>April 23, 2019</u> at a Regular Meeting of the Board



Sue Anne Boelens – Umbrella Board President

REVOKED: _____ at a Regular Meeting of the Board

RULES & REGULATION FOR USE OF COMMON FACILITIES

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

**USE OF DRONE AIRCRAFT
aka Unmanned Aircraft Systems (UAS)**

AUTHORITY:

Article 7, Section 7.2 Adoption of Rules & Regulations of the Declaration provides in applicable part that, “The Umbrella Board is empowered to adopt, amend, and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners,” and “...the rules and regulations shall be binding upon all Owners and occupants...”

WHEREAS, the elected Board of Directors of the Providence Point Umbrella Association (*hereinafter the Board*) recognize the creation and existence of drone aircraft defined as Unmanned Aircraft Systems (UAS) by the U.S. Federal Aviation Administration, and said drones having a practical business application and a recreational consumer function, and said drones having camera systems that could intentionally or unintentionally invade the privacy of an owner and...

WHEREAS, the Board of Directors have a duty to protect the property and all residents,
THEREFORE,

BE IT RESOLVED, the Board of Directors hereby prohibit the use of all drone aircraft or unmanned radio-controlled aircraft for recreational purposes. All Owners, Tenants, Occupants, Guests, Agents or contractors of Owners, Tenants, Occupants or Agents are prohibited from flying any drone anywhere at any time in Providence Point Airspace.

The Providence Point Umbrella Association employees and/or contractors hired by the Umbrella Association or Village Association (Village Pays) may use drones in accordance with all UAS related FAA regulations including registration for Facilities Management activity or marketing purposes with written consent from the Umbrella Board or its designee, with the exception of real estate brokers who have listed a home for sale in the community.

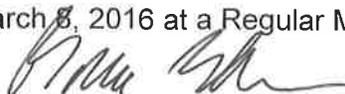
Written requests must be given to the Umbrella Board or its designee for approval at least seven days in advance. If approved, all owners affected by the use of a drone around or near their residence will receive written notice as to the date and time the drone will be in use by PMO. Villages will pay for the cost of notification when they request Drone use.

In the event of an emergency use situation, affected residents will be notified immediately.

The Board resolves that the following USE OF DRONE AIRCRAFT is adopted as policy.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF DRONE AIRCRAFT, USE OF POLICY.

ADOPTED: March 8, 2016 at a Regular Meeting of the Board.



Bruce Eder – President

DATES AMENDED:

Amendment 1 July 10, 2018 at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

PROVIDENCE POINT DIGITAL COMMUNICATIONS COMMITTEE

WHEREAS the Providence Point Bylaws and the Rules and Regulations grant the Board of Directors the powers necessary to create committees which perform necessary services regarding the management of the affairs of the Association, a standing committee to be known as the Digital Communications Committee is created as follows.

1. PURPOSE

1.1. The Providence Point Digital Communications Committee advises the Umbrella Board and Management in matters involving digital communications and provides ongoing collaboration, management and maintenance for websites designated by the Umbrella Board.

2. COMMITTEE MEMBERSHIP

- 2.1. The Digital Communications Committee consists of a Steering Team made up of at least 4 members, including a chairperson.
- 2.2. The Steering Team appoints one or more ad-hoc subcommittees to provide specialized functions. The chair of each ad-hoc subcommittee is also a member of the Steering Team.
- 2.3. New members are recruited through emails, personal contacts, and the website itself. Candidates are interviewed by the Steering Team and offered the most appropriate position based upon their expertise and not their geographical location (village). All ad-hoc subcommittee members are appointed, removed, or reassigned by the Steering Team.
- 2.4. The Umbrella Board of Directors approves the members of the Steering Team at a regular or special Board meeting.
- 2.5. An organizational chart of the makeup of Steering Team and ad-hoc sub-committees is shown in "Attachment 1"

3. AUTHORITY

3.1. The Digital Communications Committee is granted authority to perform those functions specified in *paragraph III.B. Functions* of the Providence Point Umbrella Association Policy Resolution – *Standing and Other Committees*. In addition, "The Committee" is additionally granted the authorities approved by the Umbrella Board of Directors for the Ad-Hoc Communication Committee on February 23, 2021 per below:

3.1.a The www.ProvidencePointLiving.com Website (as reviewed 2/12/2021) be made immediately available to residents and owners for their use and to serve as the base line for future Digital Communications Committee Website developments.

3.1.b The Digital Communications Committee shall be empowered to make routine operational and testing decisions regarding the maintenance, improvement and development of the www.ProvidencePointLiving.com Website .

3.1.c. The Board supports the Digital Communications Committee's engagement with Village; PMO; Foundation; and Communiversiity leadership as well as other clubs and committees for the purpose of development, maintenance and testing of future website features, functions, and content. The Board will actively support the Digital Communications Committee's efforts to engage the community in these areas.

3.1.d. Two members of the Board be appointed as Digital Communications Committee Liaisons to facilitate communication between the Board, the Digital Communications Committee, and PMO .

3.2. Expenditures of funds by "The Committee" are approved by the Umbrella Board of Directors or PMO unless specifically delegated otherwise by the Umbrella Board of Directors. (See Attachment #2 for initial planned expenditures.)

4. METHOD OF OPERATION

The Steering Committee and the ad-hoc subcommittees:

4.1. Maintain and update the www.ProvidencePointLiving.com website in a format that is user-friendly and accessible to Providence Point residents and owners; and

4.2. Devise and recommend plans, policies, and procedures to the Umbrella Board of directors (and other Providence Point organizations), that promote optimal use of digital communications and websites; and

4.3. Develop, recommend, and provide training for residents and Providence Point employees necessary for the use and enjoyment of websites and digital communication., with particular attention to new functions and features; and

4.4. Work proactively with other Providence Point organizations and employees to devise and implement plans to optimize the use of digital information in Providence Point;

5. FREQUENCY OF MEETINGS

5.1. The Steering Team meets at least quarterly to discuss and make major decisions regarding the website; and recommendations on other digital communications issues. Determinations of the Steering Team are made by a consensus of those present except for Umbrella Website Liaisons.

5.2. The Ad-hoc subcommittees meet as often as necessary to achieve objectives, but no less often than quarterly. Ad-hoc subcommittees provide reports to the Steering Committee.

6. MAKEUP OF GOVERNING BOARD

N/A

7. REQUIREMENTS FOR REPORTING TO THE UMBRELLA BOARD

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

EMERGENCY READINESS POLICY

AUTHORITY:

Article 7, Authority of the Umbrella Board, Section 7.2, Adoption of Rules and Regulations of the Umbrella Declaration provides in applicable part that, “The Umbrella Board is empowered to adopt, amend and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners.”

PURPOSE:

The defining purpose of Providence Point’s emergency response program is that of providing its residents, the employees of the Property Management Office, and others who are present within Providence Point at the time of an emergency with the education, guidance, and assistance they need to protect themselves from injury and loss of life.

RESOLUTION:

The Board resolves that the following ***Emergency Readiness Policy*** is adopted as policy for education, guidance, and assistance during an emergency for Providence Point.

EXECUTIVE SUMMARY:

The policies stated in this document will provide guidance for those in our community who are engaged in ongoing efforts to prepare our residents and employees to respond to emergencies, and who are continuously expanding and improving the facilities, equipment, procedures, and volunteer training programs that are key to taking effective action when emergencies arise.

The Umbrella Association Board (UAB) is the owner of this policy document. The document is subject to the review, approval, and revision processes established by the UAB for policy documents in general.

The Emergency Readiness Committee (ERC), which is a Providence Point standing committee of volunteers, in cooperation with the Property Management Office (PMO) and office holders and volunteers across the Villages, will conform with the policies stated in this document in developing its plans and procedures, assigning responsibilities to its volunteers, and taking actions during emergencies. The ERC and its volunteers are also encouraged to convey both the letter and the spirit of this document in communicating with our residents and employees, and in interacting with public agencies, first responders, outside volunteer organizations, and others in the surrounding community.

I. Definition of an Emergency

An emergency is any unplanned event that causes a serious and possibly dangerous situation resulting in an urgent need for assistance or relief.

Category 1 – Power Outage and Weather Related Emergencies

High winds, snow, and ice may cause a power outage due to above ground wires outside Providence Point. Outages may range from a few hours to days. Also, snow and ice may make roadways and driveways unsafe. Transportation services may be disrupted or cancelled, and structures may be damaged.

Category 2 – Localized Fire Emergencies

Fires within the boundaries of Providence Point that cannot be quickly contained and brought under control, and therefore may cause injury, loss of life, and severe structural damage.

Category 3 – Encroaching Wildfires

Tree and undergrowth fires beyond the boundaries of Providence Point that threaten to spread onto Providence Point property, potentially causing injury, loss of life, and severe structural damage. Local authorities may respond to the threat of wildfires by ordering complete or partial evacuation of Providence Point.

Category 4 - Major Community Disasters

This includes, but is not limited to, severe earthquakes, pandemics, and significant ash fall from volcanic eruption. These events may render power, fire control, police, and medical assistance unavailable for an indeterminate period of time.

II. Statement of Policies

A. Safety Policies

1. The plans, procedures, and instructional materials formulated by the Emergency Readiness Committee will be founded on the premise that outside entities such as our local fire department, city services, and county, state, and federal agencies are the primary sources of medical care, rescue, utility restoration, and sustained life support for Providence Point, and that engaging their services is of the highest priority in responding to emergencies.
2. The Emergency Readiness Committee, in its development and implementation of the Emergency Management Plan, will provide, to the greatest extent possible, for the safety of its volunteers as they fulfill their roles in responding to an emergency.
3. The policies and plans formulated by the Providence Point Umbrella Association and its committees will not require volunteers to perform tasks beyond their physical capabilities or expose themselves to dangerous situations.

B. Education Policies

1. The Emergency Readiness Committee will provide the residents of Providence Point with instructional materials and emergency agency contact information to promote self sufficiency in preparing for and dealing with emergencies.
2. The Emergency Readiness Committee will refer the residents of Providence Point to educational resources provided by local, county, state, and federal government agencies and by certified relief organizations as sources of these instructional materials.
3. The Emergency Readiness Committee, with the help of the Property Management Office, will encourage Providence Point residents and employees to follow guidance provided by public agencies and government bodies, and to comply with the rules those entities set forth during emergencies.

C. Emergency Alert Policy

1. The Emergency Readiness Committee will endeavor to supply all Providence Point residents and employees with accurate instructions for accessing emergency alerts and information disseminated by local, county, state, and federal agencies, local news media, and volunteer relief organizations, to keep them informed of impending or ongoing emergencies.

D. Communications Policies

1. Because the Internet and the telephone system may become disabled or overloaded in an emergency, the Emergency Readiness Committee will develop and maintain an emergency communications system that can replace personal cell phones, residential telephones, and personal Internet devices as needed for handling emergency messages. To the greatest extent possible, this system will provide communications to all occupied buildings within Providence Point.
2. In an emergency, the Emergency Readiness Committee will use this communications system to handle emergency messages between Providence Point and outside emergency entities such as our local fire department and federal, state, and local agencies, as appropriate, informing them of our situation and our specific needs for assistance.
3. The Emergency Readiness Committee will endeavor to communicate with designated Umbrella Association officers, Village officers, and PMO managers to allow them to participate in the coordination of emergency response activities.
4. The Emergency Response Committee will develop and maintain a system for continuously monitoring automated emergency alerts from our local fire department and federal, state, and local agencies, those alert channels being selected for their reliability, accuracy, and pertinence to our geographic location.

5. To the greatest extent possible, the Emergency Response Committee will verify the authenticity and accuracy of received emergency alerts. Should an alert apply to Providence Point residents, employees, and others present on Providence Point property, the Emergency Response Committee will disseminate to those individuals the information carried in the alert as broadly and accurately as possible.

E. Planning Policies

1. The Providence Point Umbrella Association will establish policies to guide the Emergency Readiness Committee in the development and application of its emergency management plans.
2. The Providence Point Emergency Readiness Committee will assist the Villages with development of their emergency management plans.
3. The Providence Point Umbrella Association will also establish policies to guide the Property Management Office in the development of its emergency management plans and in defining the roles and responsibilities, if any, of its employees in emergencies.
4. The Property Management Office will inform the Emergency Readiness Committee of the roles and responsibilities of its employees, if any, that would apply during emergencies.

F. Budgetary Policies

1. The Emergency Readiness Committee will participate in the annual Providence Point budget preparation process, including requests for funds to improve and maintain our emergency management system.
2. The Providence Point Umbrella Association will include the Emergency Readiness Committee funding requests in the fund allocation phase of the Providence Point annual budgeting process.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF EMERGENCY READINESS POLICY.

ADOPTED: January 26, 2021 at a regular meeting of the Board of Directors of Providence Point Umbrella Association.



Sharon Bernhardt – President, Umbrella Association

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

Establishment of the Book of Resolutions

AUTHORITY:

Declaration ARTICLE 7, Section 7.2 Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

PURPOSE:

To provide policy, administrative and procedural guidelines and details necessary to implement Providence Point Umbrella Board decisions and actions that do not require Declaration amendment.

RESOLUTION:

The Board resolves that the following procedures for the adoption and recording of rules, regulations and other policies relative to the Umbrella Property and Association be, and hereby are, adopted.

I. UMBRELLA BOARD RESOLUTIONS

A. Policy Resolutions. The Board shall adopt Policy Resolutions [quotes around Policy Resolutions were removed] to regulate Owners rights and obligations in furtherance of the Governing Documents, including but not limited to:

1. All rules and regulations;
2. Internal operation and structure of the association;
3. Defining responsibilities for committees and financial procedures;
4. Interpretive rulings and actions of the Board related to enforcement; and
5. All other matters the Board deems necessary.

II. FORM OF RESOLUTIONS

Each resolution adopted by the Board shall contain the following parts:

- A. Title. A brief description of the subject of the Resolution.
- B. Authority. A statement of the authority of the Board to make that specific decision or take that specific action, reciting specific citations from the Declaration and other Governing Documents.
- C. Purpose. A statement of the purpose of the resolution, or identification of what the Board intends to accomplish by adopting the resolution.
- D. Scope. The scope of those persons affected by the resolution, except that if no scope is identified, the resolution shall be deemed to apply all Owners.
- E. Resolution. The specific decision or action.
- F. Information. Each Policy Resolution and any separate attachment to that Resolution shall include information about the action taken by the Board on that Policy Resolution or separate attachment; the date of the Board meeting at which the action was taken, either in person or by written consent; and the signature of the President or Vice President of the Board.

III. RECORD OF RESOLUTIONS

- A. Book of Resolutions. All of the resolutions adopted by the Board pursuant to this Policy Resolution 1 shall be maintained in a book entitled the "Book of Resolutions" and posted online.
- B. Maintenance Responsibility. The Board Secretary shall be responsible for maintaining the Book of Resolutions, including but not limited to assuring that Board Resolutions are in the proper form, and are filed in the Book of Resolutions and on line in a timely manner. This function may be shared with or delegated to an assigned staff person.
- C. Inspection. An up-to-date and fully executed copy of the Book of Resolutions shall be included in the new owner Resale Certificate and online as well as made-available for inspection by any Owner upon written request per Umbrella Association records policy, during normal business hours.

IV. DEFINITIONS

Whenever a term is used in any resolution adopted by the Board, it shall have the meaning stated in the definitions contained in Article 1 of the Umbrella Declaration. Additionally, the following definitions shall apply:

- A. "Association" Means the Providence Point Umbrella Association.
- B. "Board" Means the Board of Directors of the Association.

V. MISCELLANEOUS

A. Conflicts. If any resolution or portion of a resolution conflicts with public law or the Governing Documents, public law or the Governing Documents shall control.

B. Severability. The invalidity of any part of a resolution shall not impair or affect in any manner the validity, enforceability or effect of the balance of the resolution or other resolutions.

C. Compliance. All owners shall comply with the provisions of the resolutions. In all cases, each Owner is responsible for the actions and omissions of his or her family, lessees, guests, invitees, and licensees. In all cases, each Owner is responsible for the actions and omissions of his or her family, lessees, guests, invitees, and licensees.

D. Enforcement. The Association, through its governing Board of Directors shall have the right to enforce, by the means set forth in the Governing Documents, all provisions of the resolutions. Failure by any party to enforce any provision of the resolutions shall not be deemed a waiver of the right to enforce any provision at a later time.

E. Violation of Law. Any violation of any state, municipal, or local law or ordinance or regulation pertaining to the ownership, occupancy or use of the Property is hereby declared to be a violation of the Governing Documents, and is subject to any or all of the enforcement procedures set forth in the Governing Documents. This shall not preclude the use of remedies available at law or in equity, nor shall this provision be deemed a usurpation of the powers or authorities of any governmental jurisdiction.

F. Remedies Cumulative. Each remedy set forth in the Governing Documents shall be in addition to all other remedies available at law or in equity, subject to any requirements in the Governing Documents to proceed first with remedies available through the Board, and all such remedies, whether or not set forth in the Governing Documents, shall be cumulative and not exclusive.

G. Reference of Pronouns. All pronouns and any variations of them in any resolutions shall be deemed to refer to the masculine, feminine, neuter, singular and plural as the identity of the person or persons or entities may require.

H. Amendment. The Board by majority vote may alter, amend, modify, repeal, waive or revoke any provisions set forth in the resolutions at any time.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF ESTABLISHMENT OF THE BOOK OF RESOLUTIONS POLICY.

ADOPTED ON: February 28, 2017 at a Regular Meeting of the Board.


Lijen (Jen) Gray - President

DATES AMENDED:

Amendment 1 _____ at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

**RULE CONCERNING THE EXPECTED CONDUCT OF DIRECTORS, OFFICERS,
AND COMMITTEE MEMMMBERS**

AUTHORITY:

Article 7, Section 7.2 Adoption of Rules & Regulations of the Declaration provides in applicable part that, ““The Umbrella Board is empowered to adopt, amend, and revoke... detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners,” and “...the rules and regulations shall be binding upon all Owners and occupants...;”

Washington Nonprofit Corporation Act (Revised Code of Washington) RCW 24.03
Condominium Act (RCW 64.34; and

Robert’s Rules of Order, per the Umbrella Association Declaration Article 19 which states “The Umbrella Association and Umbrella Board shall be governed by the parliamentary procedures proscribed in Robert’s Rules of Order, latest edition.”

WHEREAS, the elected Board of Directors of the Providence Point Umbrella Association (hereinafter the Board) recognize the importance of a policy concerning the expected conduct of Directors, Officers, and Committee Members, THEREFORE,

BE IT RESOLVED, the Board of Directors hereby establish a policy of expectations relating to conduct as follows:

Expectation:	Source:
1. Act in the best interest of your community.	“Duties of a Director” RCW 24.03.127 Ordinary care
2. Take steps to inform yourself about issues being considered.	Revised Code of Washington RCW 24.03.127 Reasonable inquiry
3. Act without malice or any attempt to mislead or fool someone.	RCW 64.34.090 Obligation of good faith
4. Do nothing to violate the trust of the community.	RCW 24.03.127
5. Do not attempt to exercise authority individually as a Director or Officer. Such authority exists only when acting collectively as a Board, in a Board meeting, or as delegated by the Board.	RCW 64.34.308 Board of directors and officers
6. Disclose known or potential conflicts of interest, even if you intend to retain your right to vote.	Robert's Rules of Order Ch. 13 Section 45

7. Do not use your position for personal advantage or accept gifts, favors or benefits of any kind because of your position.	RCW 24.03.127 RCW 64.34.090
8. Observe the rules of executive sessions contained in Robert's Rules of Order, latest edition.	Robert's Rules of Order Ch. 4 Section 9

These eight items cover the issues commonly addressed by Ethics or Conduct codes. Our governing documents reserve the power to remove Umbrella Directors to their respective Villages, to remove Officers to the Board of Directors, to remove committee members to the Board of Directors, and to remove ad hoc committee members to the President of the Umbrella Association. The Board of Directors can and should refer information concerning the misconduct of an Umbrella Director to the appropriate village.

Notes:

RCW 64.34.308 prohibits the board from determining the duties or qualifications of Directors. Officers and committee member could be required to sign the rule but given that these expectations are based on the Washington Nonprofit Corporation Act, the Condominium Act and our Declaration's formal adoption of Robert's Rules of Order, their **validity and enforceability** do not require acknowledgement or a signature from any member.

Also, since our governing documents reserve the power to remove Umbrella Directors to their respective Villages, the power to remove Officers to the Board of Directors, the power to remove committee members to the Board of Directors, and the power to remove ad hoc committee members to the President of the Umbrella Association, the Board of Directors can and should refer information concerning the misconduct of an Umbrella Director to the appropriate village. Punishments short of removal or referring for removal would fall under RR Ch. 20.

It is for these reasons that punishments are not contained within the rule itself and no signature is required of Directors.

RCW 24.03.127: **Duties of a director.**

A director shall perform the duties of a director, including the duties as a member of any committee of the board upon which the director may serve, in good faith, in a manner such director believes to be in the best interests of the corporation, and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

In performing the duties of a director, a director shall be entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, in each case prepared or presented by:

- (1) One or more officers or employees of the corporation whom the director believes to be reliable and competent in the matter presented;
- (2) Counsel, public accountants, or other persons as to matters which the director believes to be within such person's professional or expert competence; or
- (3) A committee of the board upon which the director does not serve, duly designated in accordance with a provision in the articles of incorporation or bylaws, as to matters within its designated authority, which committee the director believes to merit confidence; so long as, in

any such case, the director acts in good faith, after reasonable inquiry when the need therefor is indicated by the circumstances and without knowledge that would cause such reliance to be unwarranted.

RCW 64.34.090: **Obligation of good faith.**

Every contract or duty governed by this chapter imposes an obligation of good faith in its performance or enforcement.

RCW 64.34.308: **Board of directors and officers.**

(1) Except as provided in the declaration, the bylaws, subsection (2) of this section, or other provisions of this chapter, the board of directors shall act in all instances on behalf of the association. In the performance of their duties, the officers and members of the board of directors are required to exercise: (a) If appointed by the declarant, the care required of fiduciaries of the unit owners; or (b) if elected by the unit owners, ordinary and reasonable care.

(2) The board of directors shall not act on behalf of the association to amend the declaration in any manner that requires the vote or approval of the unit owners pursuant to RCW 64.34.264, to terminate the condominium pursuant to RCW 64.34.268, or to elect members of the board of directors or determine the qualifications, powers, and duties, or terms of office of members of the board of directors pursuant to subsection (7) of this section; but the board of directors may fill vacancies in its membership for the unexpired portion of any term.

(7) Within thirty days after the termination of any period of declarant control, the unit owners shall elect a board of directors of at least three members, at least a majority of whom must be unit owners. The number of directors need not exceed the number of units then in the condominium. The board of directors shall elect the officers. Such members of the board of directors and officers shall take office upon election.

Robert's Rules of Order

Chapter 13, Section 45, page 407: **Abstaining from voting on a question of direct personal interest.**

No member should vote on a question in which he has a direct personal or pecuniary interest not common to other members of the organization. For example, if a motion proposes that the organization enter into a contract with a commercial firm of which a member of the organization is an officer and from which contract he would derive personal pecuniary profit, the member should abstain from voting on the motion. However, no member can be compelled to refrain from voting in such circumstances.

Chapter 4 Section 9 page 95-96 abridged **Executive Session.**

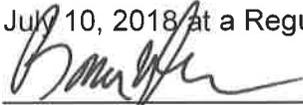
An executive session in general parliamentary usage has come to mean any meeting of a deliberative assembly, or a portion of a meeting, at which the proceedings are secret. ...A motion to go into executive session is a question of privilege, and therefore is adopted by a majority vote. ...Whenever a meeting is being held in executive session, only members of the body that is meeting, special invitees, and such employees or staff members as the body or its rules may determine to be necessary are allowed to remain in the hall. Thus, in the case of a board or committee meeting being held in executive session, all persons—whether or not they are members of the organization—who are not members of the board or committee (and who are not otherwise specifically invited or entitled to attend) are excluded from the meeting. A member of a society can be punished under disciplinary procedure if he violates the secrecy of an executive session. Anyone else permitted to be present is honor-bound not to divulge anything that occurred.

Chapter 20 page 643-669: Disciplinary Procedures.

The Board resolves that the following RULE CONCERNING EXPECTED CONDUCT OF DIRECTORS, OFFICERS, AND COMMITTEE MEMBERS is adopted as policy.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF CODE OF CONDUCT & CONFLICT OF INTEREST POLICY.

ADOPTED: July 10, 2018 at a Regular Meeting of the Board.



Bruce D. Eder – President

DATES AMENDED:

Amendment 1 _____ at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

EXTERIOR COLOR PALETTE POLICY

AUTHORITY:

1. Article 7, Authority of the Umbrella Board, Section 7.2 Adoption of Rules and Regulations of the Umbrella Declaration provides in applicable part that, “The Umbrella Board... is empowered to adopt, amend, and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners,;” and
2. The various Village Association Declarations provide in Section 10.4 Exterior Appearance, which states:

“In order to preserve a uniform appearance and to maintain the integrity of the Buildings, the Village Board shall require and provide for the painting, staining, and of other decorative finish of the Buildings and the Common Elements or Limited Common Elements and shall prescribe the type and color of such decorative finishes. The Village Board shall have the authority to prohibit, require or regulate any modification or decoration of the Buildings and any Common Elements or Limited Common Elements.”

PURPOSE:

This policy is instituted to develop a uniform exterior color palette for all buildings within Providence Point, to provide a continually updated color palette from which to choose, and to establish a standard process for approving exterior building color changes.

RESOLUTION:

The board resolves that the following **Exterior Color Palette Policy** is adopted as policy for choosing exterior building colors within the community of Providence Point.

Prior to a third painting cycle, the Umbrella Board shall review for updating the Providence Point color palette from which exterior paint colors may be selected according to the individual village policy. This will likely occur about every 14 years. Paint company color experts, or other appropriate consultants, may assist the Umbrella Board or its appointed committee in making decisions. All colors chosen by a village should be selected to blend/complement the colors of the other villages, but need not be identical. Prior to final approval by a village board of a color change, each village, as a courtesy, may consult with the adjacent village board(s) to ensure that the colors chosen for buildings closely and/or visually adjacent to each other have colors that are complementary and agreeable to both village boards or their designees.

Community buildings (Umbrella buildings) colors shall be in accord with the exterior color palette of the village in which they are located, taking special concern regarding coordination with adjacent villages. To wit: the North Community building would blend

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

EXTERIOR COLOR PALETTE POLICY

with Highland and Washington colors, Town Hall would follow Center Village colors, the Clubhouse and Gate House would follow Hilltop Village colors, the Bus Barn would follow Washington Village colors, and the South Community building would follow Forest Village colors. These colors shall be selected by the Umbrella Board or their designee and approved by the board.

ADOPTED: July 23, 2013 at a regular meeting of the Board of Directors of Providence Point Umbrella Association.

Darryl Marshall _____
Darryl Marshall
President, Umbrella Association

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

Financial Management

AUTHORITY:

Declaration ARTICLE 7, Section 7.2 Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

Declaration ARTICLE 8 BUDGET AND ASSESSMENTS FOR UMBRELLA EXPENSES,

Section 8.1 Fiscal Year; Preparation of Budget. The Umbrella Association fiscal year will be the calendar year. No later than thirty (30) days prior to the beginning of each fiscal year, the Umbrella Board shall estimate the charges (including common expenses, and any special charges for particular Owners) to be paid during such year; shall make provision for creating, funding and maintaining reasonable reserves for contingencies and operations, as well as for repair, replacement and acquisition of Umbrella Property; and shall take into account any expected income and any surplus available from the prior year's operating fund. "Common Expenses" includes but are not limited to:

- 8.1.1 Expenses of administration, maintenance, operation, repair or replacement of the Umbrella Property and improvements, including security guards and other employees,
- 8.1.2 Premiums on all insurance policies required or permitted by this Declaration,
- 8.1.3 All real property and other taxes and Assessments on the Umbrella Property or improvements, and
- 8.1.4 Expenses established from time to time as common expenses by the Umbrella Association or the Umbrella Board.

Without limiting the generality of the foregoing but in furtherance thereof, the Umbrella Board shall create and maintain from regular monthly Assessments a reserve fund for maintenance and repairs and for replacement of the Umbrella Property and improvements which can reasonably be expected to require replacement prior to the end of their useful life. The Umbrella Board shall calculate the contributions to said reserve fund so that there are sufficient funds therein to replace each improvement or

betterment covered by the fund at the end of its estimated useful life. The minimum funding level for reserves for a budget adopted by the Umbrella Board shall be the amount required to achieve twenty-five percent (25%) fully funded. If the sum estimated and budgeted at any time proves inadequate for any reason (including non-payment for any reason of any Owner's Assessment), the Umbrella Board may at any time prepare a supplemental budget, which shall be proposed to the Unit Owners for ratification as specified in Section 8.2.

Section 8.2 Approval of Budgets. Unit Owners shall consider ratification of the annual or supplemental budget, which date shall be not less than fourteen (14) nor more than sixty (60) days after mailing of the budget summary. The budget shall be deemed approved unless rejected by Unit Owners representing at least eighty percent (80%) of the total number of Units subjected to this Declaration. For purposes of counting the number of Units, no Unit owned by a Village Association or the Umbrella Association shall be counted. In the event the proposed budget is rejected, or the required notice is not given, the periodic budget previously in effect shall be continued until such time as a subsequent budget proposed by the Umbrella Board is ratified.

PURPOSE:

To ensure the Association will have cash on hand for operations and will accumulate substantial funds for future major repair and replacement of capital improvements. In addition it is in the interest of the Association to ensure that all Association funds are prudently administered.

This policy is also instituted to:

1. Establish principles for purchasing needed materials, services, materials and services together, and equipment for use in all administrative and maintenance activities at Providence Point.
2. Provide guidelines to ensure that purchasing activities result in attainment of optimum value in materials, services and equipment procured in return for funds expended, and that purchasing activities are conducted in an unbiased manner.
3. Maintain reasonable control over costs associated with emergency situations.
4. Designate purchasing authority.

RESOLUTION:

The Umbrella Board resolves that the following financial procedures be, and hereby are, adopted:

1. CASH MANAGEMENT

- A. Petty Cash. The Association shall maintain on hand petty cash for use by Administration and Activities Department. The Community Manager and Activities Department manager will determine the amount of petty cash necessary, up to \$1000 total. The petty cash fund may be increased by the Umbrella President or other Umbrella Officer for specific occasions. The administrative office shall handle the administrative petty cash account and Activities Department shall handle the activities petty cash account. All petty cash accounts must be reconciled each month with the accounting services provider and cash balances included in the monthly

financial report.

- B. Cash from Fund Raising Events. Funds received from fund raising events shall be handled as follows:
- i. Cash received shall be counted and recorded by two people.
 - ii. No resident shall take fund raising cash home or otherwise personally store it.
 - iii. Fund raising event chairperson shall arrange for cash to be brought to a safe location if it is received after Property Management Office hours.
 - iv. Until cash can be deposited through the accounting services provider, it shall be kept in a safe at the Property Management Office.
 - v. Cash received from fund raising events shall be included in the monthly financial report.

2. OPERATIONAL ACCOUNT

- A. Account Balances. The balances in the operational accounts shall not exceed the amount deemed necessary to cover current cash flow requirements, plus a reasonable contingency in the discretion of the Treasurer and the Community Manager. Excess funds shall be invested as provided in Section 3 of this policy resolution.
- B. Required Signatures. Persons authorized to sign association checks are the President, Vice President, Treasurer and any Director or Officer of the Association as authorized by the Board of Directors. Two signatures are required for all withdrawals.
- C. No Commingling. The funds in the operating account may not be commingled with the funds of any other organization. ACH payments enter PPUA operating fund then are transferred to Village operating funds and therefore do not represent commingling.

3. INVESTMENTS

- A. Permitted Investments. For all funds in excess of those required for short-term disbursements, the Board shall cause the funds to be invested in whatever investment account or instrument the Board deems appropriate, considering such factors as safety, liquidity for cash flow purposes, and rate of return giving primary weight to preservation of capital.
- B. Investment Disclosure. The Declaration for each Association includes a requirement that permits access to records by members.
- C. Required Signatures. Authorized signatories are the President, Vice President, Treasurer, and any Director or Officer of the Association as authorized by the Board of Directors. For all transactions, including, without limitation, investing, reinvesting, withdrawing, redeeming or selling, two signatures are required.
- D. Investment Protection. Association funds may be deposited or invested only in accounts or instruments approved by the Board.

- E. No Redemption Prior to Maturity. No investment may be sold, withdrawn, redeemed, or otherwise converted to cash prior to maturity without prior Board approval.

4. EXPENDITURE PROCEDURES

All Association members and Committees under the direct jurisdiction of the Umbrella Board shall adhere to the following procedures for expending purchasing funds:

- A. All requests to spend Umbrella Association funds are to be directed to the Community Manager.
- B. The Community Manager will review the request for need, specifications, availability, price, etc.
- C. If an item is included in the current year's budget, the Community Manager has authority to purchase the item except that any contract or service that is more than \$10,000.00 requires approval of the Umbrella Board of Directors even though it is in the budget.
- D. If the item is not in the current year's budget, the Community Manager will bring the issue to the Umbrella Board with a recommendation. In the event of an emergency or timeline that makes such review by the committee impossible, the Community Manager will make a recommendation directly to the President.

5. ACTIVITIES DEPARTMENT CASH AND REFUND POLICY

- A. Cash Transactions- Activities staff will provide a receipt for any cash received.
- B. The Activities Refund Policy will be as follows:
 - i. Refunds for ticket purchases and bus fares related to Providence Point events will be made only in the instance of event cancellation.
 - ii. In all cases, the Activities Department will make every effort to resell a ticket to someone on the waiting list. The person buying the ticket will pay the person selling the ticket.
 - iii. In the event credit card transactions become possible, procedures must be developed for their use.

6. BUDGET AND RESERVE PROCEDURES

- A. The following procedures shall be used for the preparation of the Operating and Reserve Budgets:
 - i. Community Manager and Department Managers shall start preparing draft budgets in July and submit completed draft budget to the Budget & Finance Committee after Labor Day.
 - ii. Budget and Finance Committee shall review the draft budget in a series of meetings in September and October.

- iii. The Umbrella Board of Directors will meet and review each section that has been reviewed by the Budget and Finance Committee in a series of meetings in September and October.
- iv. The Umbrella Board will formally adopt the entire budget at an Umbrella Board meeting by the end of October of each year so that the budget can be properly ratified and processed.

7. RESALE CERTIFICATE PROCEDURES

As of the adoption of this policy resolution, Resale Certificates are created and processed by the accounting services provider. In the event that Resale Certificates are created and processed in house, the Association will develop procedures for the preparation of the Certificates.

8. PURCHASING POLICY

- A. Applicability. This purchasing policy applies to the purchase of needed materials, services, materials and services together, and equipment for use in all administrative and maintenance activities at Providence Point. It includes such purchases made by the Property Management Office for Umbrella and Village related activities.
- B. Purchasing Authority. The Community Manager is ultimately responsible for all purchasing activity at Providence Point. The Community Manager may designate purchasing authority as he/she deems appropriate to fulfill the needs of Providence Point, within the scope of the Community Manager duties.
- C. Purchasing Principles. Purchases are classed as: General Use, Specific Use, Durable Tools & Equipment, or Contracted Services.
 - i. General Use - To be used throughout Umbrella Association jurisdiction (e.g., light bulbs, cleaning supplies and/or services, maintenance materials, landscaping services).
 - ii. Specific Use - To be used for a defined project (e.g., re-roofing or painting a certain building, sealcoating roadways).
 - iii. Durable Tools & Equipment - Items expected to have a usable life of at least 5 years (e.g., vehicles, pressure washers, computers, copiers).
 - iv. Contracted Services - The provider (vendor or contractor) of materials only, services only, or materials and services together, for a specific project or period of time, where the aggregate expenditure will be \$10,000 or more, will be selected as a result of a competitive bidding process initiated and conducted by the Property Management Office. See section 9 below for more details.

9. PURCHASING & BIDDING GUIDELINES

These Purchasing & Bidding guidelines are followed by the PMO for work done on behalf of the Umbrella Association. These same guidelines will be followed if Village Boards request these services from the PMO except where noted in the sections below. Since Villages are separate legal entities, Villages may have

their own Purchasing & Bidding Guidelines and Policies. If the Village policies differ from the ones stated here, the Village will typically be responsible for administering the policies themselves rather than utilizing the PMO staff for these efforts.

A. Expense Limits

- i. For a purchase of \$10,000 to \$25,000, obtain at least 2 competitive bids. If the circumstances justify, i.e. previous positive experience with the vendor, suitable qualifications of the vendor, competitive pricing by the vendor, the work may be single-sourced with the approvals described in section E below.
- ii. For purchases over \$25,000, obtain at least 3 competitive bids. If the circumstances justify, i.e. previous positive experience with the vendor, suitable qualifications of the vendor, competitive pricing by the vendor, the work may be single-sourced with the approvals described in section E below.
- iii. Routine, small, and off-the-shelf items do not require competitive bidding.
- iv. Whenever a sufficient number of responsive bids is not received, Property Management may recommend accepting the responsive bid(s) and either proceed with the project award or conduct a new bid solicitation. Either action requires approval from the Umbrella Board.
- v. In general, the PMO follows these same guidelines when managing work for Villages. However, there are several differences as documented in Attachment A: PMO Bidding Process for Village Projects. Exceptions and single-source for Village Projects requires approval from the Village Board.

B. Competitive Bidding

Bid solicitation will be done in a formal manner following these guidelines:

- i. A bid package will be prepared with detailed Statement of Work (SOW) which includes specifications for all aspects of the project. The specifications or work description will provide requirements in sufficient detail to minimize ambiguity so that all bidders will submit bids in compliance with the specifications or work description. The person soliciting bids will also prepare a standardized, written Providence Point Bid Form for bidders to use in submitting their proposals and an official Invitation To Bid letter or announcement providing explicit information bidders are to use in submitting their proposals.
- ii. Bid packages will be sent out via email to contractors and ask for confirmation they have received it. The PMO may call or email the contractors in advance to advise them the bid package is being sent. Otherwise, if a contractor does not reply with interest, the PMO may follow up with a phone call to advise them that the bid package was sent.
- iii. Contractors may request an on-site visit to inspect the job prior to

- submitting a bid. All bid packages will include a point of contact for questions and/or on-site visits.
- iv. Bids will be received and opened by the PMO. The bid responses will be compared via spreadsheet showing cost by line-item for the work. If the bids are for an Umbrella Project, the bids will be presented to the Umbrella Board along with a recommendation. If the bids are for a Village Project, the bids will be presented to the Village Representatives and they will make the decision.
 - v. Bid packages are sent out with a deadline for receiving bids. It is not uncommon for responses to be received after the published deadline. Late bids may be accepted after the desired deadline with approval from the Village President for Village Projects and the Umbrella President for Umbrella Projects.
 - vi. If the work is for a Village, the PMO prepares the contract with input from the Village representatives. The Village representatives are responsible for signing the contract.

C. Standard of Ethics

All competitive bidding and purchases in general will be conducted with a high standard of ethics to include the following:

- i. All personnel will be fair, impartial, and professional in all business dealings.
- ii. Always be mindful of the fiduciary duty to the associations and unit owners.
- iii. Disclose known or potential conflicts of interest. This includes situations where actual or perceived family, financial or other ties to a particular contractor might result in unbiased decisions on awarding the bid.
- iv. No gratuities will be allowed in connection with any purchase.
- v. Bids submitted are considered confidential and details should only be shared with those who are involved in making the decision. The final contract can be made available to owners who request it. Once the work is awarded, the PMO may reply back to bidders and provide information about the successful contract so those who did not win the work understand how far off they were for future reference.
- vi. As part of the negotiation effort, contractors may be requested to submit a best and final offer as a means of seeking a lower price. However, under no circumstances will bid information from other contractors be shared as an incentive to "meet or beat" a competitor's bid.

D. Contracts

Purchases for materials, services, or materials and services together will be accomplished using written contract documents. These contract documents will include:

- i. The original Specifications or Work Description used in bid solicitation

- ii. A comparison of the bids prepared by Property Management. If this is included in contract sent to successful bidder, names of other companies will be removed from their bids.
- iii. The original Bid Form from the winning bidder, and attachments thereto (bidder's written proposal, catalog cuts, material samples, etc.)
- iv. A "Construction Contract," "Services Contract" or "Material Procurement Contract" prepared by the Property Management Office.

These contract documents may also include:

- i. Providence Point Contract General Conditions
- ii. Award of Contract (written form used infrequently; usually when selected bidder must fulfill certain additional terms, such as obtaining a building permit, prior to signing the Construction, Services, or Material Procurement Contract)
- iii. Terms of Agreement (written form used infrequently; usually to further define terms to be used in the Construction, Services or Material Procurement Contract)
- iv. Contractor bond (when applicable)

E. Single-Source Procurement

- i. Umbrella Association material, services, or material and services that are above \$10,000 may be single sourced with a written justification that is approved by the Community Manager and the Umbrella Board.
- ii. Village Projects - material, services, or material and services may be single-sourced if approved by the Village Board. This may be common practice, as described in Attachment A – PMO Bidding Process for Village Projects.
- iii. In single-source procurement, the detailed statement of work should still be prepared and documentation will be the same as in "Contracts" as noted above.

F. Time Limits

- i. Bid Solicitation period - At least 2 weeks, preferably 3 weeks, from issuance of Invitation To Bid until "bid due date".
- ii. Time period for notification of winning bidder – typically not more than 2 calendar weeks following bid due date and tabulation of bids.
- iii. Time period for preparation and signing of contract - Not more than 30 calendar days following notification to winning bidder.
- iv. Long-term contracts - No contract will be awarded for services, or materials and services, to cover a period of more than 3 consecutive years without resoliciting bids, EXCEPT certain contracts covering services where continuity is deemed to be of

high value for Providence Point may be awarded for 3 consecutive years with a provision for automatic renewal for additional 1-year periods provided that services rendered during the original 3-year contract period and subsequent 1-year periods are found to be satisfactory by the Community Manager together with the Umbrella Board. Exceptions may be approved by the Umbrella Board.

10. EMERGENCY SITUATIONS

Purchases of material and services which may be made necessary due to emergency events or occurrences, while unforeseeable, should be anticipated. Property Management shall maintain a current list of prequalified vendors, contractors, and consultants from whom materials and/or services may be obtained on an emergency basis.

It is understood that in emergency situations there may not be time or opportunity to prepare written documents during the emergency. Telephone solicitations for materials, services, or materials and services together, and verbal contracts between a Providence Point representative and the vendor will be deemed acceptable providing that a suitable statement of materials and services provided and a description of the situation will be prepared for the record by the Property Management Office as soon as practical once the time of emergency has passed.

11. PROFESSIONAL SERVICES, INCLUDING LEGAL, ACCOUNTING, PROPERTY MANAGEMENT SOFTWARE, AND CONSULTING SERVICES

Purchasing of on-going professional services, including but not limited to legal, accounting, property management software, and consulting services are not included under this policy as "competitive bidding" type services. When changing to a new provider, competitive bidding may be administered if appropriate in order to select a new professional service provider.

12. CONTRACTOR AND SUPPLIER DOCUMENTATION

The Property Management Office will compile and maintain vendor information with pertinent information on every contractor and supplier doing business with Providence Point. The information will include for each contractor and supplier:

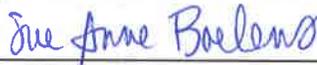
- A. A vendor identification sheet detailing regular and emergency contact information, business license number(s), State of Washington Labor & Industries insurance and compliance if applicable, mailing and business addresses, federal Employer Identification Number (EIN), and other data beneficial to Providence Point in conducting business with the vendor.
- B. A current Certificate of Insurance indicating that the vendor has appropriate public liability insurance coverage sufficient to protect Providence Point interests. NOTE: There are 3 classifications possible for a Certificate of Insurance. Providence Point may be listed as a "certificate holder," "additional insured" or "named insured". The Property

Management Office will ensure that it obtains the correct insurance certificate for expected circumstances.

- C. A copy of the vendor's Washington State Master Business License and a copy of the vendor's State L&I Certificate (if applicable).
- D. Vendor documentation will be routinely updated at least once a year and will be verified each time the vendor has an active contract with Providence Point.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF FINANCIAL MANAGEMENT POLICY AND PURCHASING POLICY.

ADOPTED: May 14, 2019 at a Regular Meeting of the Board of Directors of Providence Point Umbrella Association.



Sue Anne Boelens – President, Umbrella Association

DATES AMENDED:

Original Policy: June 27, 2017 at a Regular Meeting of the Board

Amendment 1: May 14, 2019 at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board.

Attachment A: PMO Bidding Process for Village Projects

This document captures the practices followed by the PMO when bidding projects on behalf of the villages. These practices incorporate the input and preferences of the majority of the Village Presidents. Since Villages are their own legal entity, Villages may establish and administer different policies for their Village.

1. Background

- A. Costs have increased significantly since the Seattle construction boom started a few years ago. Some villages want more diligence and more bids to try to bring costs down.
- B. Many of the major contractors are booked more than a year out on multi-million dollar projects. This leaves fewer to bid on the work we need done.
- C. Contractors are willing to bid and do work here, but they must be awarded sufficient work to make their effort worth it to continue to submit bids.
- D. Much of the major maintenance and renovation work performed at Providence Point is the same type of work done year after year and within the same year by multiple villages. There is a good understanding by the PMO Facilities Staff regarding what the work should cost because they are requesting bids for the same type of work for multiple villages on projects very similar in nature.

2. Policies

UB Financial Management Policy – this policy applies to Umbrella Association work. Villages may choose to follow this policy or have their own policy. If the PMO has recently received bids for similar work in another village, that bid may be counted as one of the 2 or 3 bids.

- 2 bids on projects \$10,000 - \$25,000
- 3 bids on projects over \$25,000
- Single Source may be used with Village Board approval.

3. PMO Bidding Processes for Village Projects

A. Formal bids on major building renovations ~\$50,000 or more

- i. Work Effort - most of this is done by the PMO. However, a Village Board may choose to do any or all of this instead. If the work will cost more than 5% of the value of the building, RCW requires the design work (SOW, specs, and bid package) and oversight of the project be performed by a 3rd party consultant rather than the PMO or Village.
 - Detailed SOW and Specs prepared by PMO or 3rd Party Consultant
 - Bid sheet, general conditions
 - The Facilities Manager and/or PMO Project Supervisor schedule an on-site review the contractor to do a detailed review of work to be done

- PMO opens bids and puts together a spreadsheet showing a like-for-like comparison for the village to consider with bids— including tax, etc. Otherwise, bids are often submitted with inconsistencies across companies.
- Meeting with Village reps to review the bids
- Follow up questions and meetings as needed.
- Village selects the contractor.
- Documented safety plan created that includes where materials & rent-a-can will be staged
- Meeting with building occupants to explain the work, schedule, and impacts.
- Daily oversight of the work & payment milestones.
- Change order coordination & approval with contractor & village
- If renovation work will cost 5% of the building value or more, RCW requires 3rd party consultant to prepare design and perform oversight.

ii. Bidding Approach

- Competitive bidding with 3 - 4 bids desired
- Lower cost approach that has worked well for several years – have the sub-contractors bid on the work. They are less formal with scheduling and some of the administration but you get the same quality work without paying the overhead of a general contractor to manage the work. This can result in work falling behind schedule because the sub-contractors lack some of the scheduling and administrative rigor that the general contractors have.
- All bids will be date/time stamped upon arrival.
- Formal bid openings are preferred with three persons present including at least one from PMO.
- Village Boards may choose to single-source rather than competitively bid these projects. Since many building renovations are done in Providence Point each year, the Village Board may feel comfortable that adequate cost comparisons are readily available and based on the historical performance of a particular contractor, they may be most comfortable with this approach.

B. Less formal bids on projects ~\$25,000 - \$50,000 (used by several villages)

i. Work Effort

- Using a known contractor that the village has successfully worked with before, do a detailed walk around the building to

be renovated. Contractor takes pictures and detailed notes of the work to be done. PMO also takes detailed notes. Contractor prepares the SOW and reviews with the PMO to be sure all the detail is captured.

- SOW is reviewed with village and approved.
- Contractor provides a bid. If the bid is reasonable as determined by history of renovating buildings of similar size and feature, the work is single-sourced rather than competitively bid.
- This approach only works with a contractor who has a track record of working at Providence Point. PMO and most villages have a good idea of what the renovation work will cost on buildings. If contractor bid comes in too high, a second bid can be requested from a different contractor.
- Documented safety plan that includes where materials & rent-a-can will be staged
- Meeting with building occupants
- Daily oversight of the work & payment milestones
- Change order coordination & approval with contractor & village

ii. Bidding Approach

- This is a single-source bidding approach. Some villages prefer this approach because of prior experience with the contractor, along with the contractor's familiarity with the buildings in the village. Since similar work is done by multiple villages every year there is a good understanding of the market-rate for this work.

C. Exterior Painting

- i. Although a village might only receive one paint bid on their buildings, PMO is scheduling different painting companies for multiple villages which gives them good visibility to comparable costs for similar jobs.
- ii. Several different painters bid on jobs throughout Providence Point. Many Villages stick with one painter for their work rather than competitive bid it. This is because of their experience with the painter – good quality work, reasonable bids compared to other villages, and willingness to stand by their work which may mean repainting sections of a building at no cost to the village.

4. Maintenance & Seasonal Work Bids

A. Seasonal Work (Gutter Cleaning, Window Cleaning, Dryer Vent Cleaning, etc.)

- i. PMO generally uses contractors who have performed well and

provided reasonable prices in previous year rather than competitively bidding all work each year. If bids come in high, bids from other companies are requested.

- ii. Costs from the contractors are gathered around September and provided to villages so they can prepare the budget for the coming year.

B. Maintenance Items

- i. Issues that are reported through work orders can result in multi-thousand dollar repairs, sometimes involving multiple contractors.
- ii. PMO requests at least one bid and may request additional bids if the first one comes in too high. PMO works with village to determine approach and approval. Sometimes, the decision is based on urgency of the work and contractor availability.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FIRE SAFETY POLICIES

(Establishment of Minimum Condominium Unit and Common Building Fire Protection Systems)

AUTHORITY:

- A. Article 7, Section 7.1, 7.2, 7.3 and Article 10 of the Declaration provides in applicable part that, "The Umbrella Board...shall have all of the powers, authority, duty and responsibilities set forth in these Umbrella Declarations, including, but not limited to, those requirements relating to rules and regulations, and enforcement of these Umbrella Declarations, providing authority to enter into contracts for goods and services.....that are in the Board's judgment necessary or desirable for the operation of the property....or the protection and enjoyment of the owners..."
- B. The various Village Declarations provide in part, that "... by accepting a deed, lease or other conveyance, or entering into occupancy, unit owners fully, completely and unconditionally submit themselves to, and agree to be bound by, each and every one of the term ...of the Umbrella Declaration, ... rules and regulations duly adopted by the Umbrella Association Board ..."

RESOLUTION:

The Umbrella Board of Directors deems it necessary to establish rules and regulations regarding minimum acceptable fire protection system standards at Providence Point, and hereby resolves:

I. MINIMUM FIRE PROTECTION SYSTEM STANDARDS

All Village Associations buildings shall be equipped with a fire detection system consisting of a heat and/or smoke detection system monitored by a central and/or remote station conforming to current requirements of the National Fire Protection Association Standards (NFPA); and

II. MANDATORY MONITORING SERVICE

- A. Each condominium unit owner shall maintain in operational condition at all times and at the owner's personal expense the method by which monitoring is accomplished. If the monitoring is by Plain Old Telephone Service (POTS), telephone service must be provided by the condominium unit owner when such regular telephone service is not provided to the owner's condominium unit by the Village Association that the unit is within.

Voice over internet provider (VOIP) telephone service is not permitted to be used to provide a telephone connection for the alarm system monitoring due to short battery back-up life and intermittent loss of service.

Any owner who is currently using VOIP telephone service in connection with the fire alarm monitoring service must switch to a traditional land line (POTS) service by February 28, 2015. If an owner fails to make the change they will become subject to fines as indicated in Policy Resolution #24.

- B. Each Village Association and the Umbrella Association shall maintain at all times the method by which monitoring of their respective Common Property Buildings is accomplished. Note that the two community centers are not monitored. Each Village Association shall also maintain any monitoring system, which collectively monitors the owners' apartments and is not the responsibility of the individual apartment owner.

III. ENFORCEMENT

The Umbrella Board, or its designee, may authorize the entity providing the method by which monitoring is accomplished to provide or continue to provide, for any period of time, that method to any condominium unit or Common Property Building with the cost and expenses thereof charged to the owner of such condominium unit or Common Property Building, including but not limited to, metered telephone service.

ADOPTED: March 28, 1995

REVISED: October 28, 2014, at a regular meeting of the Board of Directors of Providence Point Umbrella Association.

Glenn Buckholt
Glenn Buckholt
President, Umbrella Association

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION
LANDSCAPE MANAGEMENT PLAN

ARTICLE 7 AUTHORITY OF THE UMBRELLA BOARD

Section 7.2, Adoption of Rules and Regulations of the Declaration provides in applicable part that, "The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners."

ARTICLE 4 USE OF UMBRELLA PROPERTY AND IMPROVEMENTS

Section 4.1, Rights of Owners of the Declaration provides that, "Each Owner, his/her agents, service providers, tenants, related parties, invitees, and licensees shall have the right to use the Umbrella Property and improvements in common with all other Owners, subject to and in accordance with this Umbrella Declaration, the Umbrella Bylaws, and the rules and regulations established by the Umbrella Board from time to time."

Section 4.6, Alterations of Umbrella Properties & Signs of the Declaration provides that, "Nothing shall be altered, installed, placed or constructed in, on or about, or removed from, any Umbrella Property or improvements, except with the prior written consent of the Umbrella Board."

Section 4.9, Trees of the Declaration provides that, "No Owner, Village Association, or other Person shall personally or through an agent top, cut, or remove any tree or other plants located anywhere on the Entire Property, including Natural Areas, without the prior written consent of the Umbrella Board."

PURPOSE:

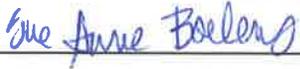
The purpose of the Landscape Management Plan is to protect and enhance the value of Providence Point properties, to ensure consistency and cost-effectiveness in the management of the Providence Point landscape and forests and to help promote the safety of Providence Point residents.

RESOLUTION:

The Board resolves that the following Landscape Management Plan is adopted as policy for management of the Providence Point landscape and forests.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF LANDSCAPE MANAGEMENT PLAN POLICY.

ADOPTED: April 23, 2019 at a regular meeting of the Board of Directors of Providence Point Umbrella Association.



Sue Anne Boelens – President, Umbrella Association

DATES AMENDED:

Original Policy: April 24, 2007 at a Regular Meeting of the Board

Amendment 1 June 22, 2019 at a Regular Meeting of the Board

Amendment 2 March 25, 2014 at a Regular Meeting of the Board

Amendment 3 May 25, 2014 at a Regular Meeting of the Board

Amendment 4 April 26, 2016 at a Regular Meeting of the Board

Amendment 5 July 24, 2018 at a Regular Meeting of the Board

Amendment 6 April 23, 2019 at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the of the Board

I. EXECUTIVE SUMMARY

The philosophy of the Landscape Management Plan is to establish policy for the management of Providence Point landscape and forests in a manner that is aesthetically pleasing, ecologically sensitive, environmentally sound, and economically sustainable.

This policy resolution covers the Providence Point Landscape Management plan. The following is an outline of topics covered, responsibilities, and authority with rules and regulations:

Under the section entitled Landscape Principles, the following subjects are addressed:

- Professional Grounds Management, Grounds Committee, and Village Responsibilities
- Selection and Placement of Plants
- Care and Maintenance
- Water Conservation
- Trees

This policy resolution also addresses some features of renovation, water conservation/irrigation and some long range planning goals and objectives for Providence Point landscaping. The roles and responsibilities of the Villages and Personal Gardening by residents are also addressed.

Attachment A of this policy resolution includes the Service Level Agreement for the current Grounds Maintenance Contract.

Attachment B of this policy resolution identifies the Natural Areas of Providence Point. Trails within the Natural Areas are part of the Natural Areas. Property Management has the responsibility for the maintenance and upkeep of the Natural Areas in keeping with the listed guidelines.

Attachment C of this policy resolution titled Providence Point Plant Selection List, is a guide to plant selection adopted by the Umbrella Board. The Grounds Management Company provides input to this list, with emphasis on drought-tolerant plants that thrive in this area.

Attachment D of this policy resolution is the Grounds Committee Charter which describes the responsibilities of this committee.

II. DEFINITION OF LANDSCAPED AREAS

- A. **UMBRELLA COMMON GROUNDS** – Umbrella Common Grounds encompass all of Providence Point Association grounds except those designated as Limited Common Areas.
- B. **LIMITED COMMON AREAS** – Limited Common Areas generally are defined as areas within the common areas of each village, outside a unit to which the Unit

Owner has exclusive use. Such areas that qualify as Limited Common Areas are areas behind privacy fences and planted vegetation screens.

- C. **NATURAL AREAS** – Encompasses those portions of the Common Grounds set aside as native forests within Providence Point and roughly delineated on Attachment B, a map of Providence Point’s Natural Areas. Some turf conversions may be designated Natural Areas.

III. LANDSCAPE PRINCIPLES

A. PROFESSIONAL OVERSIGHT

1. Oversight of Providence Point grounds and landscaping will be under the authority of the Umbrella Board, who will direct the Community Manager or their designee to oversee management of the grounds with the landscape contractors and consultants, gathering Village input as needed.
2. Owners and residents should refer to Attachment A for information about the services provided by the Grounds Management Contractor. Owners and residents should not request special services of the grounds workers such as planting flowers, trimming shrubs a certain way, or general information about grounds and gardens.

B. SELECTION AND PLACEMENT OF PLANTS

1. The basic landscape design concept for Providence Point grounds takes into consideration careful selection and placement of plants and plantings in regard to topography, soils, Puget Sound climate and Providence Point microclimates.
2. Preference will be given to Pacific Northwest natives and plants that thrive at Providence Point per Attachment C, “Providence Point Plant Selection List.” Landscape plantings must be hardy with regard to Providence Point microclimates which include tolerance of soil conditions and seasonal drought conditions.
 - a. Providence Point is right in between Sunset Western Garden (SWG) Zones 5 and 4 with glacial till clay soils. Therefore, most plants should be hardy to at least SWG Zone 4 (“cold winter areas of the north coast”) except for protected areas near buildings or other warming infrastructure which might sustain the lowland, marine-influenced plants of SWG Zone 5.
 - b. Except for privacy screens, preference will be given to plants and plantings that will not need yearly pruning and/or hedging. The “Providence Point Plant Selection List,” (Attachment C) is a comprehensive list of woody as well as some other perennial plants that, properly sited, can thrive with minimum care. Some special siting problems are noted in the List. Cultivars or varieties of plants on the List are acceptable if sited according to Landscape Management Plan Policy standards.

- c. Since annuals and many herbaceous perennials have maximum water needs (are not drought resistant) they are not recommended.
 - d. Residents with an approved Alteration Agreement for a personal garden may plant and maintain plants in beds directly outside their unit and will be responsible for any watering needed. The village must approve all such resident planting because the village is billed for any extra water used by the resident to maintain the plants.
3. In placement of plants, careful consideration will be given to ultimate (mature) size and shape of the plants in relationship to adjacent areas. An 18" space must be maintained between plants and building siding and foundations – plants touching buildings can cause rot to the building. Plants close to buildings and paved areas should not pose a hazard to siding, foundations, paving and walkways.

Residents with approved Alteration Agreements for personal gardens will be advised to garden in pots if they wish to plant plants with large growth potential.

- 4. Trees, shrubs, and plants may be removed with approval from the PMO and will not necessarily be replaced.
- 5. New plantings including trees, shall be planted on center at least one half the estimated mature plant size (its canopy) plus 18" from infrastructure (buildings, etc.) and other trees, estimation to be based on professional plant guides and/or professional or academic landscaping and nursery-guide sources.

C. CARE AND MAINTENANCE

- 1. Organic mulching materials applied at 2" in depth are the preferred ground cover treatment for purposes of retaining moisture and discouraging weeds. When feasible, ivy and other planted ground covers will be removed and replaced with 2" of organic mulching materials to discourage rodents near the buildings. Ground cover and shrubs shall be kept trimmed away from buildings and paved areas. Due care will be taken when using leaf blowers, power trimmers, or lawn mowers so as not to injure tree trunks or disturb or scatter organic mulch in such a way as to cause accumulation of debris against the siding of buildings or near fences and heat pumps.
- 2. Limited use of pesticides, fertilizers and other chemicals that contribute to the pollution of our environment will be the standard of care and must be applied by qualified licensed and insured personnel.
 - a. Management will contract with a Licensed Pest Control Operator for pest control of Providence Point Grounds, including vertebrate pests (rats, etc.) when requested.

- b. For healthy trees said to be pest vectors will be trimmed or removed if they are causing on-going problems with pests in a building.
 - c. The use of ferrous sulfate, or similar chemicals, to control moss in grass is considered hazardous to pets and/or humans, if ingested. Their usage is limited to specific areas approved by the Property Management Office. Areas sprayed MUST be marked so they can be avoided.
 - d. Residents may use amendments, fertilizers or pesticides labeled "organic" in limited common areas where they have an approved Alteration Agreement to do personal gardening. Products used should be environmentally safe and not toxic to humans and/or pets.
3. Plantings, including trees, will be kept trimmed at least 18" away from buildings to prevent damage to siding and possible ingress of pests, or to obscure windows. Additional pruning or plant/tree removal may be done when a building is scheduled for painting or repair.
 4. Trees and shrubbery that interfere with visibility on streets and intersections will be pruned or removed at the discretion of Property Management, and the Grounds Management Company.
 5. Adequate access to all gas, electrical, fire, and water control panels, meters, and other utility installations will be maintained at all times.
 6. Arbors: Arbors are fixed-in-place, overhead structures which may or may not have vines growing on them. Some Villages have rules against any vine planting or consider such planting as "Personal Gardening" and require an approved Alteration Agreement with the understanding that when scheduled painting occurs, the vine(s) will be cut back to permit prepping and painting. Other Villages may not have arbors at all. Some Villages may require removal be done at the expense of the owner.
 7. Trellis: Trellis' come in a variety of shapes but basically are hung vertically against the building façade with vines, or espaliered plants permitted or trained, in either case attached to eventually cover the trellis. Installation of a trellis requires an approved Alteration Agreement. The connection of the trellis to the wall must be such that the trellis, plant included, can be lifted and pulled away to permit surface preparation and painting to be performed. A combination of 3" galvanized angle hooks at the wall and 7/8"X5" galvanized angle brackets on the trellis makes a simple, firm and detachable unit.

D. WATER CONSERVATION

1. To keep costs down, sprinklers are activated to water grass at the property entrances and around the Community Buildings – Town Hall, Clubhouse, North Community Building, and South Community Building. Additionally, sprinklers are

scheduled to run briefly a few times a week during the summer months in planting beds. All other grass and plants must survive on natural moisture.

2. Irrigation water usage will be monitored in order to stay within the constraints, if any, determined by the governing water district.
3. Residents will note poorly adjusted, ineffective, or damaged sprinkler heads and report those to Property Management by submitting a work order.
4. The Grounds Management Company will undertake careful analysis of the irrigation system including valves, timers and sprinkler head patterns to insure accurate and adequate coverage of the system at the time the system is turned on and throughout the irrigation season.
5. Plantings will not be made that hinder adequate sprinkler coverage of those plantings. The Grounds Management Company will undertake careful analysis of previous plantings that hinder accurate and adequate coverage of the irrigation system and will prune, remove or move plantings to increase coverage or take other appropriate steps as necessary.
6. In the event of additional water restrictions imposed by the governing water district, Property Management shall have the authority to determine the actions necessary to meet the restrictions. Under these conditions, Property Management will work closely with Villages to assure that residents are not using excessive building water via hoses and sprinklers on common areas.
7. Turf Conversions, will be designed with plants and/or landscaping techniques that, after two years of establishment irrigation, require no irrigation during our periodic summer droughts.

E. TREES

Article 4 and 7 of the Umbrella Declaration provide guidance for the Grounds as relates to tree removal. The Property Management Office and Umbrella Board recognizes the importance of trees to the park-like appearance of Providence Point, which market research has identified as one of the major reason people move to Providence Point. The City of Issaquah, with jurisdiction over Providence Point, also has strict policies on tree removal to which we must comply.

Due to the sensitivity associated with tree removal, this action will only be considered as a last resort. We are mindful that removal of a tree effects not just the building where it is located, but the entire surrounding area.

The following tree trimming and removal procedures will be adhered to.

1. Trees on all Providence Point properties are managed by the Property Management Office under the authority of the Umbrella Board. Consultation with and the services of a qualified tree service company and/or Certified Arborist may be sought as needed. All Certified Arborists employed by Property Management will be licensed and insured.
2. No trees will be removed or pruned for the purpose of creating or preserving views or to reduce the debris (leaves, flowers, seed pods, etc.) that falls on decks and walkways.
3. No trees will be subjected to topping or thinning without specific recommendations from a Certified Arborist hired by Property Management.
4. Residents may not plant, remove, or trim trees on any part of the property, including in their limited common areas, without first submitting a descriptive work order and receiving a written approval from the Property Management Office and the Village Board.
5. The Property Management Office will take into consideration the following criteria when determining if a tree is to be removed:
 - a. Safety of people and buildings
 - b. Roots or branches causing damage to buildings, sidewalks, patios, and driveways
 - c. Health of tree
 - d. Age of tree
 - e. Impact on surrounding trees
 - f. Resident input where tree is located
 - g. Independent arborist opinion
 - h. Cost of removal vs. other remedies
6. Healthy and not dangerous trees to be removed will be tagged with a prior 30-day notice of action to allow for community input. At least 30 days prior to removal, Grounds Committee Liaisons will receive a list of trees scheduled for removal with positions noted by building number and compass coordinates when applicable.
7. Dead trees or dangerous trees determined to be beyond recovery which are not located in Natural Areas are to be removed promptly to avoid possible spread of insects, or disease, to improve the overall appearance of the property or to prevent creation of safety hazards. Dead trees in Natural Areas will be cut down only if they pose a safety hazard.
8. All tree removal will be supervised by professionals certified in the area of expertise specific to the job contract and will be licensed and insured.
9. Trees that are removed are not necessarily replaced. If the tree is replaced it may be of a different variety. Tree replacements will be planted in order to minimize root conflicts and will be given ample room for their roots.

10. Newly planted trees may be aided with a water bag placed around the base of the tree. Village volunteers will be asked to fill the water bag on a schedule so the tree receives adequate water during the first summer while it establishes its roots.
11. Large trunks of trees cut down in the Natural Area will be left on the ground in the area of removal. Smaller trunks and branches from tree removal operations that are appropriate for firewood may be cut and stored in the woodshed on 220th Place SE for use of residents with fireplaces.

IV. VILLAGE OVERSIGHT

A. RESPONSIBILITY

1. All plants and plantings become the property of the Umbrella Association. Primary responsibility for care and maintenance is by the Umbrella Association, with the exception of plants and plantings being cared for by the Villages (under written agreement) and by residents holding approved Alteration Agreements for personal gardens.
2. Each village is to appoint a Grounds Liaison. The role of the Grounds Liaison is described in Attachment D – Grounds Committee Charter.

B. VILLAGE GROUNDS ENHANCEMENTS & ALTERATIONS

1. As part of the annual budgeting process, Villages submit a list of grounds enhancements requested for the next year. These enhancements are typically driven by building renovations (remove bushes or plants for scaffolding and then install plants and bushes when the renovation is complete), or may address issues where the landscaping is in poor condition and needs to be refreshed. The projects receive designs and cost estimates, and are considered for funding in the Umbrella Association budget. The Grounds Management Company is typically engaged to perform this work for an extra fee that is funded by the Umbrella Association.
2. The Grounds Management Company has been instructed to incorporate the following items into designs for Providence Point:
 - a. Ensure there is a 12" gravel splash guard along the base of the building. If not already there, include adding one in the design.
 - b. The design should allow space for fully mature plants and they should maintain an 18" clearance from the building. Trees should not be planted in plant beds near buildings because when fully mature, they will likely outgrow the area in which they are planted and will be costly to remove.
 - c. Use drought-tolerant plants in the design.

- d. Plantings should be located in areas with irrigation. If irrigation is needed, it should be drip or "point of need" rather than sprinklers added.
 - e. Discuss any drainage issues and concerns with the Property Management Office before finalizing the design.
 - f. Include 2" of bark as ground cover in the design to discourage weeds.
3. If villages need other work from the Grounds Management Company that is not included in the Providence Point contract or Village Enhancements, they should submit a written request with the details of the work and who will fund it to the Property Management Office. These additional projects will only be considered if they do not interfere with the contracted work for the community and approved Village Enhancements.
4. Village Boards may choose to engage volunteers to purchase and plant flowers and shrubs in their Village by submitting an Alteration Agreement for a village garden. As part of the approval process for the Alteration Agreement, it will be determined if the Village or Grounds Management Company will maintain the garden covered by the Alteration Agreement.

V. PERSONAL GARDENING BY RESIDENTS

1. Unit Owners wishing to engage in gardening in a Limited Common Area associated with their unit and/or in Common Areas adjacent to their unit must submit an Alteration Agreement for a personal garden and receive approval. An agreement is not required for those who restrict their gardening to above-ground containers in their limited common area.
2. For Personal Gardening purposes, Limited Common Areas are those areas outside a unit in which the Owner has exclusive use. Because of the different layouts of each Village, each village has defined the area(s) which are designated as limited common areas for purposes of personal gardening.
3. Identifying markers supplied by Property Management will be issued to a Unit Owner entering into an Alteration Agreement for landscaping and will identify the area in which the Owner is engaging in personal gardening. The identifying markers will delineate the area for identification by the Grounds Management Company as a personal gardening area.
4. The area defined by the Alteration Agreement is to be planted and maintained exclusively by the Agreement holder and/or agent at holder's expense until the Agreement is rescinded by the Unit Owner. If a unit is sold, rented, leased or vacated, special provisions contained in the Agreement must be met.

5. Unit Owners agree to abide by the principles stated in this document.
6. Unit Owners holding an Alteration Agreement must use building water sparingly in pots and planters and place in-ground plantings to utilize water only supplied by the irrigation system. Excessive use of building water by a Unit Owner may result in a Village Association levying a special assessment to the unit Owner for such excessive use of building water.
7. Owners will be responsible for damage to any part of irrigation systems and any other utility lines caused by the owner and/or his/her representative in the process of planting and/or maintaining plant materials.
8. If water restrictions are put into effect for whatever reason by the governing water district, residents will curtail water usage to plantings in keeping with the restrictions.
9. Any alterations or additions outside a unit using natural or manufactured materials such as fences, paving material, statuary, etc., are to be considered separately as an exterior alteration and require an approved Alteration Agreement. See Providence Point Umbrella Association Design Review Policy Resolution for alterations outside a unit.
10. All walkways must have a clearance for emergency personnel of at least 34". All plant containers placed above the first-floor level of a building shall be secured to prevent falling or injury to persons or damage to property.
11. All pots and planters on decks, walkways or pavement must be raised to allow air circulation underneath to prevent stains and deterioration of the underlying material. Non-porous saucers are to be used to contain drainage from containers with open drainage holes in the bottom. Pots and planters must be placed 18" away from walls.
12. Unit Owners are solely responsible for pruning and otherwise maintaining the area surrounding a heat pump and/or air conditioner when that equipment is located within an area covered by an Alteration Agreement.
13. Unit Owners wishing to withdraw from a previously approved Alteration Agreement for personal gardening must submit to the Association their intent in writing to rescind the Agreement. All rescinded Alteration Agreements must be approved, and the returned area made acceptable for maintenance by the Grounds Management Company, prior to the Agreement being voided. Work that needs to be done to make the area acceptable will be at Unit Owner's expense.

VI. NATURAL AREAS

A. SCOPE AND MAINTENANCE

The Natural Areas of Providence Point are identified on the attached map (Attachment B). Trails within the Natural Areas are part of the Natural Areas. Property Management has the responsibility for the maintenance and upkeep of the Natural Areas in keeping with the following guidelines:

1. The Natural Areas are to be maintained in keeping with accepted good practices for established urban forests. Existing native plants, including trees, within the Natural Areas are to be allowed to continue their natural life cycle undisturbed as much as possible.
2. Planting within the Natural Areas is to be done only to replace dead or removed trees or to rehabilitate areas reclaimed from invasive species. All planting will be carried out by Property Management. Residents may not plant, prune, remove or otherwise disturb any plants within the Natural Area. Not all removed trees will be replaced.
3. Invasive non-natives such as Scotch Broom, Himalayan Blackberry, Canadian Thistle, are to be controlled and/or eliminated by use of mechanical means supplemented by necessary professionally applied chemicals.
 - a. Widespread spray applications of broad-based herbicides are not to be done in the Natural Areas. Spot applications of weed killers may be applied, as appropriate, to eliminate non-natives and to control weed and grass growth in gravel pathways and trails.
 - b. Sprays shall be applied with the supervision of Licensed Operators.
 - c. Owners are prohibited from pruning, spraying or otherwise interrupting the growth of plants in designated natural conservation areas without the permission from the Property Management Office.
4. All invasive plant material removed or killed under the provisions above is to be properly disposed of at the same time for safety and to maintain the natural appearance of the area. Leaves and small branches of non-invasives may be left on site. Dumping of other natural debris such as grass clippings or leaves in natural areas is prohibited.
5. Selective thinning of stands of trees deemed by Property Management to be hazardous to buildings, pavement, or people will be performed in a careful manner to maintain the overall appearance of the area. No trees will be subjected to topping without specific recommendations from a Certified Arborist hired by Property

Management.

6. Dead trees in the midst of Natural Areas will be left standing for the purpose of wildlife habitat as long as they do not pose a fire or safety hazard. Windfall and other naturally-caused forest debris will be left on the ground as part of the natural forest process. When removed or trimmed away from trails or roads, large debris is to be distributed in the Natural Area rather than left piled along the trail or road.
7. Plants may be pruned if they are encroaching on trails or roads and to keep them within bounds of the Natural Areas. Pruning should be done by qualified personnel in such a way as to enhance the plant's natural growth habit. Material pruned from plants is to be removed at once and not left along the edges of trails or roadways.
8. Ground cover may be permitted to climb up and cascade over block walls but will be trimmed if appropriate.
9. The woodshed on 220th SE may be filled with any fireplace-sized pruned/downed wood before disposal/dispersal of such.
10. All work done in the Natural areas will be done in a manner that respects the health and integrity of the native plants of the Natural Area.

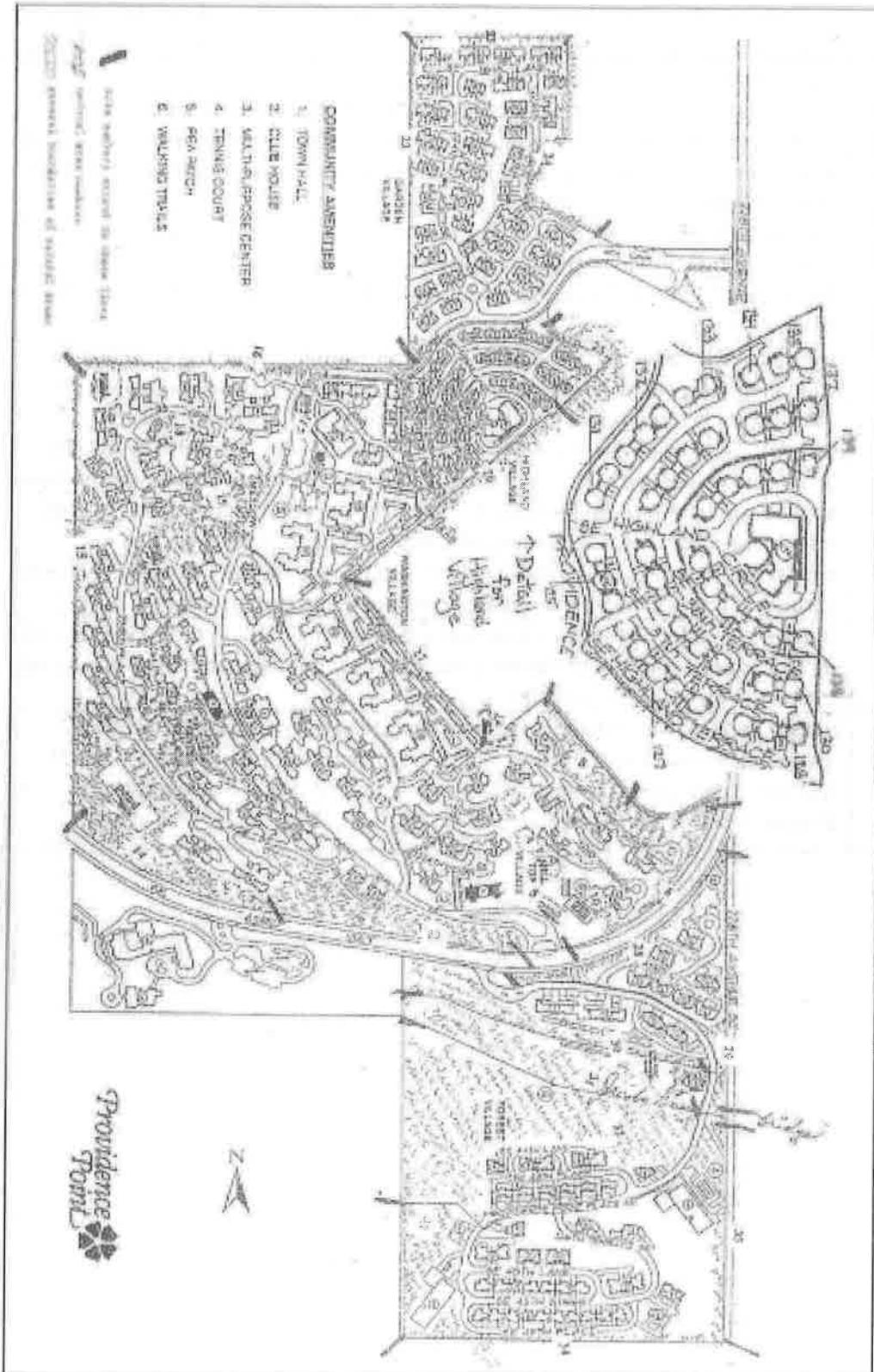
Attachment A: Service Level Agreement

This Service Level Agreement is to be included as an attachment to the 2019 contract between Brightview and Providence Point. Plant beds with “green flags” are maintained by the resident and not touched by the Brightview for weeding or trimming. Sprinklers should be managed and adjusted for plant beds with “green flags”. Instances where the definitions and descriptions differ between the Service Level Agreement attachment and the RFP attachment, the Service Level Agreement verbiage below will be referenced. Additionally, Instances where the frequency of services differs between the Service Level Agreement and the RFP attachment, the frequency of services of Service Level Agreement will prevail.

Service	Brightview - 2019
Mowing & Edging	During growing season, mow approximately once a week and edge every other mow.
Weeding	All areas of Providence Point (except the natural areas) will be weeded every 6 weeks.
Flower & planting beds	In addition to weeding, trim plants so they are not touching the building and shape them every 6 weeks.
Tree Trimming	Trim trees up to 15' (fifteen feet) tall so they are not touching buildings, or as needed to ensure the health of other trees. Trees are not trimmed to improve the views of residents.
Bush Pruning	Trim bushes every 6 weeks as needed to ensure vegetation is not touching buildings. Also trim bushes throughout the property to keep them reasonably shaped.
Dead Trees	Identify trees less than 15' (fifteen feet) tall that are dead or dying. Submit proposals to PMO Grounds manager to remove and replace the tree(s). Markup on Trees is 20% and the warranty associated with new trees planted in irrigated areas is the duration of the contract (short of act of god occurrences – i.e. disease, storm damage, etc) including contract renewals.
Dead Bushes	Identify dead or dying bushes. Submit proposals to PMO Grounds Manager to remove and replace the bushes. Markup on Bushes is 20% and the warranty associated with new trees planted in irrigated areas is the duration of the contract (short of act of god occurrences – i.e. disease, storm damage, etc) including contract renewals.
Sprinklers & Irrigation	The complete system will be thoroughly assessed in spring, repairs made (at extra expense) and evaluated/adjusted on a monthly basis throughout the summer (active) months. In fall the system will be shut down and all lines blown free of water to prevent freeze damage.
Natural Areas	Woods and natural areas are left alone unless there is a safety hazard such as a tree that has fallen and is blocking a trail. In that case, Brightview will remove the tree or branches.
Walking Trails	Maintain gravel natural trails throughout Providence Point, i.e: filling pot holes, re-graveling small areas, maintaining clear pathway. Pull weeds growing through the gravel on the trails every 6 weeks.
Branches & Debris after wind storms	Remove branches that have fallen during wind storms in a timely fashion after the windstorm.

Service	Brightview - 2019
Pick up grounds debris from residents	Monday and Thursday each week, drive through all Village and pick up or empty receptacles of grass & plant clippings, bagged leaves, and tree branches that have been trimmed or picked up by residents. April through November. Debris pickups will be once per week December through March.
Autumn Leaf Removal	During the autumn season, rotate through the villages to blow leaves from walkways, patios, sidewalks, roadways, and grounds. Rotations continue until all of the leaves have come down and are cleaned up. It must be emphasized that leaves must be kept away from patios, fences, and heat pumps.
Bark	Spread 500 cubic yards of fine dark cedar bark in late winter/early spring to the entrances and around each community building and each of the village entrances. For a cost of \$13,500.00 plus WSST for the bark material but no charge for the labor.
Chemicals	Please list all chemicals that will be used at Providence Point and include where and when they will be used. Any changes to this must be pre-approved with the PMO Grounds Manager. Non-selective herbicides (planter beds applied throughout growing season) – Crossbow, RangerPro. Pre-emergent herbicides (planter beds applied in spring) – Broadstar. Plant Growth Regulator (ground cover applied spring time) – Embark. Mole Control (year round, as needed)– Talpid. Insect infestation (turf and shrubs, year round as needed with extra work approval) – Merit. Broadleaf herbicide in Turf (spring and fall) – Trimec. Turf and Shrub fertilizer will be a slow release complete blend (spring and fall).
Pea Patch	Deliver 3 yards of Garden mix mulch at the beginning of the growing season and up to 1 yard per month during the growing season for pea patch users to amend their Pea Patch soil for planting.
Village Projects	Village Projects will be handled under separate agreements. Services include design, plants and labor. Markup is 20% on all plants, shrubs, and trees and the warranty is for the duration of the contract (short of act of God occurrences – i.e. disease, storm damage, etc.).

Attachment B: Natural Areas Map



Attachment C: Providence Point Plant Selection List

(See last page for KEY to Plant Siting Symbols)

Common Name	Scientific Name:	Siting Characteristics - ◇ su	At pp	Na-tive
NOT RECOMMENDED means not recommended for Providence Point	Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	part-shade, • / • • / • • • = large, precipitation & irrigation needs, L R = pest resistant		
TREES IN & FOR THE FORMAL LANDSCAPE - SOME NATIVES <i>To be planted and maintained in accordance with Landscape Management Plan Policy</i>				
White Fir	<i>Abies concolor</i>	◇◇ . LR	Yes	Yes
Paperbark Maple	<i>Acer griseum</i>	•• R	Yes	No
Amur Maple	<i>Acer tataricum/ginnala 'Flame'</i>	•• R	Yes	No
Japanese Maple (& cultivars) See Sunset WGB	<i>Acer palmatum</i>	? •• R Smaller cultivars need •••	Yes	No
Bloodgood Maple	<i>Acer pa/matum 'Bloodgood'</i>	•• R	Yes	No
Norway Maple	<i>Acer platanoides</i>	◇ •• R	Yes	No
Red Maple	<i>Acer rubrum 'Red Sunset'</i>	◇◇ - - R	Yes	No
Scarlet Sentinel Maple	<i>Acer x freemanii</i>	◇◇ • R	No	No
Apollo Sugar Maple	<i>Acer saccharum 'Barrett Cole'</i>	◇ •• R 25' H x 10' W	No	No
Silver Maple	<i>Acer saccharinum</i>	◇◇ • R	Yes	No
Service berry	<i>Amelanchier x grandiflora</i>	◇ •• R	Yes	No
Strawberry Tree	<i>Arbutus unedo cultivars</i>	◇ •• R	Yes	No
Jacquemontii Birch	<i>Betula jacquemontii</i>	◇ •• R One of whitest birches	Yes	No
River Birch	<i>Betula nigra</i>	◇ •• R More pest resistant than white birches; peeling pink-brown bark	Yes	No
Paper Birch	<i>Betula papyri/era</i>	◇◇ • R White-barked native	Yes	Yes
European White Birch	<i>Betula pendula</i>	◇ •• Woodpeckers/Sapsuckers "love" it to death	Yes	No
European Hornbeam	<i>Carpinus betu/us 'fastigiata'</i>	◇◇ •• R	Yes	No
Deodar Cedars	<i>Cedrus deodara</i> (several var.)	◇◇ •LR Dwarfs & prostrate varieties	Yes	No
Port Orford Cedar	<i>Chamaecyparis lawsoniana</i>	◇◇ •• L Beautiful smaller cultivars	No	No
Weeping Alaska (Nootka) Cedar	<i>Chamaecyparis nootkatensis</i> 'Pendula' & other small cultivars	◇◇ •• R A ubiquitous Northwest native planted everywhere	Yes	Yes
Hinoki False Cypress	<i>Chamaecyparis obtusa</i>	◇ •• Several cultivars	Yes	No
Chitalpa	<i>x Chitalpa tashkentensis</i> 'Morning Cloud' & 'Pink Dawn'	◇◇ ◇ • R Small tree, 25' x 25,' with azalea-like flowers in August	No	No
Yellow-Wood	<i>Cladrastis lutea/kentuckea</i>	◇◇ •• L Lovely translucent, pale green foliage; graceful shape if unpruned	No	No
Flowering/Eastern Dogwood	<i>Cornus f/orida</i>	◇ •• Needs good air circulation per anthracnose; substitute pink Stellar Dogwd	Yes	No
Eddie's White Wonder Dogwood	<i>Cornus 'Eddie's White Wonder' (f/orida x nuttallii)</i> (Native cross)	◇ •• R Large white flowers; Issaquah Designated Signature Tree; as a native cross consider for Natural Areas	Yes	Yes X
Kousa/Chinese Dogwood	<i>Cornus kousa</i> (several cultivars)	◇ •• R	Yes	No
Venus Dogwood	<i>Cornus x kousa 'Venus'</i> (<i>kousa x nattallii</i>) (Native cross)	◇ •• R Largest dogwood "flowers"; sterile - no fruit	Yes	Yes X
Stellar Dogwoods	<i>Camus X rutgersensis</i>	◇ •• R Some pink flowering	No	No
Smoke Tree	<i>Cotinus coggygria & cu/tivars</i> (Several purple-leaved cultivars)	◇ • R Shrubby tree with feather-duster purple to pink flowers	Yes	No

Common Name NOT RECOMMENDED means not recommended for Providence Point	Scientific Name: Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	Siting Characteristics - ◇ sun, i-I part-shade, • / • • / • • • = precipitation & irrigation needs, L = large, R = pest resistant	At pp	Native
Cockspur Hawthorn	<i>Crataegus crus-gal/i</i> <i>C. c. inermis</i> = thornless	◇ ◇ i:I • R Tiny red fruit; thorns bad; twisty winter branches beautiful	Yes	No
Carriere/Lavalle Hawthorn	<i>Crataegus x lava/lei</i>	◇ ◇ i-I • R Tiny red fruit; very few thorns; twisty winter branches beautiful	Yes	No
Washington Hawthorn	<i>Crataegus phaenopyrum</i>	◇ ◇ i-I • R Beautiful tiny persistent red winter-fruit	Yes	No
Leyland Cypress (& Cultivars)	<i>Cupressocyparis ley/andii</i> = <i>Cupressus macrocarpa</i> x <i>Chamaecyparis nootkatensis</i>	◇ ◇ ◇ • L R Can be hedged; should not be pruned-up (lower branches) per limb breakage from periodic snow-loads	Yes	Yes X
Pyramidal Arizona Cypress	<i>Cupressus arizonica</i> 'Pyramidalis'	◇ ◇ ◇ • R	Yes	No
Raywood/Claret Ash	<i>Fraxinus angustifolia I</i> <i>F. oxycarpa</i> 'Raywood'	◇ ◇ i-1 • • LR	Yes	No
Green Ash	<i>Fraxinus pennsylvanica /</i> <i>/anceo/ata</i>	◇ i-1 • • LR Plant seedless cultivars	Yes	No
Maidenhair Tree	<i>Ginkgo bi/oba</i>	◇ ◇ i-1 • • R	Yes	No
Witch Hazel	<i>Hamamelis x intermedia</i> , et c.	◇ ◇ i-1 • R Winter/early spring fls.; large shrubs or small multi-stem trees	Yes	No
English Holly NOT RECOMMENDED	<i>flex aquifolium</i>	◇ ◇ i-1 • • R Small red fruit	Yes	No
Skyrocket Juniper	<i>Juniperus scopulorum</i> 'Skyrocket'	◇ ◇ ◇ • R	Yes	No
American Sweetgum	<i>Liquidambar styracflua</i>	◇ ◇ • • R	Yes	No
Star Magnolias (several cultivars)	<i>Magnolia stellata</i>	◇ i-1 • • R Small trees to 20 ft., but often in tight quarters & pruned	Yes	No
Flowering Crabapples (small¼+ ornamental fruit)	<i>Ma/us</i> (many cultivars) Use Scab resistantcultivars	◇ ◇ i-1 • • R Recommend "Sprout Free" root-stock from Carlton Plants	Yes	No
Orchard Apple Trees Designated areas only: See pg. 1	<i>Ma/us</i> Use Scab resistant cultivars	◇ ◇ • • (R if scab resistant)	Yes	No
Gold Rush / Ogan Dawn Redwood	<i>Metasequoia g/yptostroboides</i> 'Ogan'	◇ ◇ i-1 • • LR	Yes	No
Black Tupelo	<i>Nyssa sylvatica</i>	◇ ◇ i-1. R	Yes	No
Persian Parrotia	<i>Parrotia persica</i>	◇ ◇ • R	Yes	No
Empress Tree	<i>Pau/ownia tomentosa</i>	◇ ◇ . LR Medium-sized tree	No	No
Colorado Blue Spruce	<i>Picea pungens glauca</i>	◇ ◇ L Often suffers from pest infestations in the Maritime Northwest	Yes	No
Austrian Black Pine	<i>Pinus nigra</i>	◇ ◇ LR	Yes	No
Italian Stone Pine NOT RECOMMENDED	<i>Pinus pinea</i>	◇ ◇ ◇ • R	Yes	No
Flowering Plum	<i>Prunus cerasifera</i> 'Thundercloud'	◇ ◇ • • R Highly subject to dieback if pruned and drought-st ressed	Yes	No
English Laurel	<i>Prunuslaurocerasus</i>	◇ ◇ .R Plant only asspecimen tree i.e. never hedged; give room	Yes	No
Portugal Laurel	<i>Prunus /usitanica</i>	◇ ◇ ◇ i-1 • R Plant only as specimen tree i.e. never hedged; give room	No	No
Callery Flowering Pear & cultivars	<i>Pyrus calleryana</i>	◇ ◇ ◇ • R	Yes	No

Common Name NOT RECOMMENDED means not recommended for Providence Point	Scientific Name: Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	Siting Characteristics - ◊ sun, part-shade, • / • • / • • • = precipitation & irrigation needs, L = large, R = pest resistant	At pp	Na- tive
Chanticleer Flowering Pear	<i>Pyrus calleryana</i> 'Glen's Form'	◊◊◊ • R Medium-sized pear; upright, narrowly pyramidal	No	No
Pin Oak	<i>Quercus palustris</i>	◊ ◊ ◊ • LR Bronze leaves in winter; beautiful against large conifers	Yes	No
Red Oak	<i>Quercus rubra</i>	◊◊◊ • LR Nice ones at Marianwood	Yes	No
Frisia Locust	<i>Robinia pseudoacacia</i>	◊ ◊ 0 R Golden, lace-leaved; pest-prone Honeylocust substitute; small pods i.e. no walk way planting	No	No
Pendulum Giant Sequoia	<i>Sequoiadendron giganteum</i> 'Pendulum'	000 • R Small cultivar; tougher & hardier than <i>Sequoia sempervirens</i>	No	No
Tall Stewartia	<i>Stewartia monadelpha</i>	0 •• R More pest resistant than <i>Stewartia pseudocamelia</i>	No	No
Japanese Snowdrop Tree	<i>Styrax japonicus</i>	00 •• R Tiny ornamental fruit, so plant away from patios, walk-ways, etc.	Yes	No
(Eastern) Arborvitae "DWARF CULTIVARS"	<i>Thuja occidentalis</i>	0 0 • R Plant small cultivars; too large for most sites at Providence Point	Yes	No
Little-Leaf Linden	<i>Tilia cordata</i>	00 •• R	Yes	No
Sawleaf Zelcova	<i>Zelcova serrata</i>	0 0 •• R Medium sized, vase-shape	Yes	No
Musashino Zelkova	<i>Zelcova serrata</i> 'Musashino'	00 •• R 40'Hx20'W in 20 years; for narrow street tree use	No	No
DISEASE RESISTANT ORCHARD APPLE & PEAR TREES (May be added to from knowledgeable source) <i>To be planted and maintained in accordance with landscape Management Plan Policy for ornamentals i.e. no topping</i>				
Liberty Apple	<i>Malus</i> 'Liberty'	0 0 •• R Messy fruit	No	No
Macintosh Apple	<i>Malus</i> 'Macintosh'	00 •• R Messy fruit	No	No
Pristine Apple	<i>Malus</i> 'Pristine'	0 0 •• R Messy fruit	No	No
William's Pride Apple	<i>Malus</i> 'William's Pride'	0 0 •• R Messy fruit	No	No
European, Asian & other Pears IN FRUIT ORCHARDS ONLY	<i>Pyrus communis</i> , X <i>Pyrus</i> et c.	0 0 0 • Scab resistance a good idea; pruning puts at risk for pseudomonas	Yes	No
TREES FOR MOIST-THROUGH-SUMMER SITES AND MOIST, SHADY PLACES WITH PLENTY OF MULCH <i>To be planted and maintained in accordance with landscape Management Plan Policy</i>				
Coral Bark Maple	<i>Acer palmatum</i> 'Senkaki'	••• R Summer irrigation deficit winter-obvious due to branch dieback	Yes	No
Katsura Tree	<i>Cercidiphyllum japonicum</i>	0 ••• R	Yes	No
Southern Magnolia	<i>Magnolia grandiflora</i>	000 ••• LR 'LittleGem' = small cultivar	Yes	No
Saucer Magnolia/ Tulip Tree	<i>Magnolia soulangiana</i> And cultivars	0 0 ••• LR These multi-trunk trees need plenty of room & summer H2O	Yes	No
Sourwood NOT RECOMMENDED	<i>Oxydendrum arboreum</i>	••• Sensitive and difficult; Responds poorly to pruning or injury	Yes	No
European Mountain Ash NOT RECOMMENDED	<i>Sorbus aucuparia</i>	0 ••• Most declining at P. P.; do poorly with drought and injury	Yes	No
Fragrant Snowbell	<i>Styrax obassia</i>	0 ••• R Every-summer-dieback on those on 41 st Place, north of Bldg. #28.	Yes	No
NATIVE TREES <i>To be planted and maintained in accordance with landscape Management Plan Policy</i>				
White Fir	<i>Abies concolor</i>	00 • LR	Yes	Yes
Grand Fir	<i>Abies grandis</i>	00 LR Natural Areas	No	Yes
Vine Maple	<i>Acer circinatum</i>	0 • R Small, spreading, multi-trunked tree for roomy landscapes	Yes	Yes

Common Name NOT RECOMMENDED means not recommended for Providence Point	Scientific Name: Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	Siting Characteristics - ◇ sun, iii part- shade, • / • • / • • • = precipitation & irrigation needs, L = large, R = pest resistant	At PP	Native
Bigleaf Maple ONLY IN NATURAL AREAS	<i>Acer macrophyllum</i>	◇◇ •• L Fast-growing large multi-trunks decline & fail	Yes	Yes
Red Alder	<i>Alnus oregano (rubra)</i>	◇ ◇ • R Natural Areas; short-lived (60+ or-); some unfairly call this a weed tree	Yes	Yes
Madrone/Madrona FOR; UNDISTURBED NATURAL AREAS	<i>Arbutus menziesii</i>	◇◇ • R Natural Areas; beautiful, peeling red bark; root disturbance kills	Yes	Yes
Alaska (Nootka) False Cedar	<i>Chamaecyparis nootkatensis</i>	◇◇ •• LR	Yes	Yes
Pacific/Western Dogwood	<i>Camus nuttallii</i>	0 ii) • R	Yes	Yes
Western Hazelnut	<i>Corylus cornuta californica</i>	◇ ◇ • R Small shrubby (multi-stem)	Yes	Yes
Golden Chinkapin ONLY IN NATURAL AREAS	<i>Chrysolepis chrysophylla</i>	◇ 0 ◇ L R Native groves are near Hood Canal; broadleaved, golden, evergreen,	No	Yes
Oregon Ash	<i>Fraxinus latifolia</i>	0 •• Some anthracnose	Yes	Yes
Sitka Spruce	<i>Picea sitchensis</i>	0◇ • LR Several at Providence Point; plant more in Natural Areas	Yes	Yes
Shore Pine	<i>Pinus contorta contorta</i>	OO • R	Yes	Yes
Trembling Aspen	<i>Populus tremuloides</i>	OO •• R Roots invasive; plant far from walkways, buildings, etc.	Yes	Yes
Bitter Cherry	<i>Prunus marginata</i>	0 • R	Yes	Yes
Sitka Willow	<i>Salix sitchensis</i>		Yes	Yes
Douglas Fir	<i>Pseudotsuga menziesii</i>	vv •• R ◇◇ • LR	Yes	Yes
Western Red Cedar	<i>Thuja plicata</i>	OOO • LR	Yes	Yes
Western Hemlock	<i>Tsuga heterophylla</i>	0 •• LR Needs mulch to thrive	Yes	Yes
Mountain Hemlock	<i>Tsuga mertensia</i>	0 • LR	Yes	Yes
NON-NATIVE SHRUBS IN & FOR THE FORMAL LANDSCAPE <i>To be planted and maintained in accordance with Landscape Management Plan Policy</i>				
Spotted Laurel	<i>Aucuba japonica</i> (varieties)	•• R	Yes	No
Barberry cultivars	<i>Berberis x gladwynensis</i> 'William Penn', <i>B. thunbergii</i> 'Crimson Pigmy', 'Rose Glow', etc.	0 ◇ • R Semi-evergreen to deciduous per winter severity	Yes	No
Dwarf Boxwood	<i>Buxus sempervirens</i> 'Suffruticosa'	0◇ •• R Easier to keep hedged than other boxwoods	Yes	No
Camelias	<i>Camelia japonica & sasanqua</i>	••• Weather related petal blight	Yes	No
Joan Mirov California "Lilac" 4' tall x 10' wide	<i>Ceanothus</i> 'Joan Mirov'	0 0 0 • R Disease resistant western (California) "lilac"	Yes	No
Flowering Quince	<i>Chaenome/es</i> (many varieties)	0◇ • R Spreading growth habit	Yes	No
Sawara False Cypress (Golden Tread branch C. etc.)	<i>Chamaecyparis pisifera</i>	0 ◇ 0 •• R 'Filifera Aurea,' & other garden varieties/cultivars	Yes	No
Rockrose	<i>Cistus species & varieties</i>	◇ 0 • R Long flowering; white, pink, etc.; should be pruned minimally	Yes	No
Evergreen Cotoneasters	<i>Cotoneaster sp.</i> -- <i>C. lacteus (parneyi)</i> 10' x 10'	0◇ 0 • R Good slope stabilizers for poor soil; beautiful red winter fruit	Yes	No
Winter Daphne NOT RECOMMENDED	<i>Daphne odora</i>	•• "Sunset WGB": "Daphne can die despite the most attentive care."	Yes	No
Silverberry / Elaeagnus Beautiful variegated shrubs	<i>Elaeagnus pungens</i> 'Maculata,' 'Marginata,' & 'Variegata'	0 0 0 • LR No pruning; 15 foot spread; leave plenty of room for growth as variegates revert if pruned	No	No
Heaths & Heathers	<i>Erica cornea</i> cultivars, etc.	0 0 • R Need annual pruning; cutting	Yes	No

Common Name NOT RECOMMENDED means not recommended for Providence Point	Scientific Name: Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	Siting Characteristics - ◊ sun, i:l part-shade, • / • • / • • • = precipitation & irrigation needs, L = large, R = pest resistant	At pp	Na-tive
Plant only those hardy in zone 4/5	<i>Calluna vulgaris</i>	too far into old wood will kill		
Flaming Bush/ Winged Euonymous	<i>Euonymus alatas</i>	◊◊ •R	Yes	No
Chinese Euonymus	<i>Euonymus fortunei</i>	◊◊ R Many sizes & variegations	Yes	No
Forsythia (plant small cultivars only)	<i>Forsythia x intermedia</i> hybrids per Sunset Western Garden Book	◊◊ • R Nice fountain-shape if not pruned	Yes	No
Sala I	<i>Gaultheria shallon</i>	◊◊ • R Small cultivars preferred in the non-native landscape (WGB)	Yes	Yes
Witch Hazel	<i>Hamamelis x intermedia</i> , etc.	◊◊ • R Winter/early spring fls.; some multi-stem small trees	Yes	No
Garden/Bigleaf Hydrangeas	<i>Hydrangea macrophylla</i>	◊◊ •R	Yes	No
English Holly	<i>Ilex aquifolium</i>	◊ •• R	Yes	No
Japanese Holly (many cultivars)	<i>Ilex crenata</i>	◊ •• R Many dwarf-like cultivars	Yes	No
Juniper species & cultivars (often confused w/ "cedars")	<i>Juniperus sp.</i> Cultivars doing well in maritime PNW	◊◊◊•R Over 80 species/cultivars listed in Sunset Western Garden Book	Yes	No
Blue Chip Juniper	<i>Juniperus horizontalis</i> 'Blue Chip'	◊◊◊•R	Yes	No
Blue Star Juniper	<i>Juniperus squamata</i> 'Blue Star'	◊◊◊•R	Yes	No
Mountain Laurel	<i>Kalmia latifolia</i>	◊ •• R Seldom grown <i>Kalmia microphylla</i> is the Northwest native	Yes	No
Japanese Rose	<i>Kerria japonica</i> 'pleniflora'	◊◊ •R Tough, spreading shrub rose; small-yellow-multipetaled roses	Yes	No
Beauty Bush	<i>Kolkwitzia amabilis</i>	◊ •• R Tough, large shrub that flowers in late spring; don't prune	No	No
Drooping Leucothoe	<i>Leucothoe fontanesiana</i>	◊ --R Winter is enhanced by cultivars with leaf variegation	Yes	No
Heavenly Bamboo (many cultivars)	<i>Nandina domestica</i>	◊◊ •R	Yes	No
Osmanthus	<i>Osmanthus species</i>	◊◊ •R Can hedge 0. <i>burkwoodii</i>	Yes	No
Woodbine	<i>Parthenocissus inserta</i>	◊◊ .R No suction disks	No	No
Western Virginia Creeper				
Virginia Creeper	<i>Parthenocissus quinquefolia</i> or <i>P. tricuspidata</i>	◊ ◊ • R Suction disks can be invasive of walls & mortar	Yes	No
Mock Orange (Sp. & cultivars for WBG Zone 5)	<i>Philadelphus species</i>	◊ --R	Yes	No
Lily of the Valley Shrub	<i>Pieris japonica</i> & cultivars	◊ . R	Yes	No
Tanyosho Pine	<i>Pinus densiflora</i> 'Umbraculifera'	◊◊ • R Very broad	Yes	No
Mugo/Swiss Mountain Pine	<i>Pinus mugo mugo</i>	◊◊ ◊ • R Plant only those with tight internodes = dwarfs	Yes	No
Otto Luyken Laurel	<i>Prunus laurocerasus</i> 'Otto Luyken'	◊◊◊ •• R Much planted small English Laurel	Yes	No
Firethorn	<i>Pyracantha sp. & cultivars</i>	◊◊◊•R	Yes	No
Gulf Green Yeddo Hawthorn	<i>Rhaphiolepis umbel/at/ ovata</i> 'Minor'/'Gulf Green'	◊◊ • R Substitute for pest-prone Indian Hawthorn	No	No
Evergreen Azaleas Some healthy ones at Prov. Pt.	<i>Rhododendron</i> hybrids (See WGB)	•• R Drought stress & pests more common than on Large Rhododendrons	Yes	No

Common Name NOT RECOMMENDED means not recommended for Providence Point	Scientific Name: Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	Siting Characteristics - ◊ sun, part- shade, • / • • / • • • = precipitation & irrigation needs, L = large, R = pest resistant	At PP	Native
Deciduous Azaleas	<i>Rhododendron</i> hybrids	i:) • • R Mildew a chronic disease	Yes	No
Large-leaved Rhododendrons Many healthy ones at Prov. Pt.	<i>Rhododendron</i> Plant lace-bug-resistant hybrids and provide shade & acid soil	i:) • R Consult landscaper for Lace Bug resistant plants and siting; Lace Bugs attack pruned, heat, etc. stressed plants	Yes	No
PJM Rhododendrons	<i>Rhododendron</i> 'PJM'	i:) • • R? Watch for Lace Bug	Yes	No
Tea, Grandiflora etc. Roses NOT RECOMMENDED	<i>Rosa species</i> & cultivars	◊◊◊ ••• Tea's&similarvariety/ cultivars require excess care and water	Yes	No
Shrub roses and natives	<i>Rosa rugosa</i> & natives: <i>R. gymnocarpa</i> , <i>nutkana</i> & <i>pisocarpa</i>	◊◊ i:) • • R	Yes	N/Y
Rosemary(s)	<i>Rosemarinus officinalis</i> & cultivars	◊◊◊ • R Need frequent renewal pruning and replacement every few yrs.	Yes	No
Sweet Box	<i>Sarcococca confusa</i>	i:) • • R Does not like much sun or our base soils; good in pots or planters	Yes	No
Non-native Spiraeas (Species & cultivars)	<i>Spiraea sp.</i> & cultivars (esp.: <i>5. prunifolia</i> 'Plena')	◊◊i:) • • R	Yes	No
Coralberry / Indian Currant	<i>Symphoricarpos vulgaris</i> <i>I orbiculatus</i>	◊◊ • • R	No	No
David's Viburnum	<i>Viburnum davidii</i>	◊◊i:) • R Tough evergreen; large leaves, therefore selective pruning	Yes	No
Doublefile Viburnum BEST NOT HEDGED	<i>Viburnum plicatum tomentosum</i> 'Doublefile Viburnum'	◊ ◊ i:) • R Tiny red fruit; leave plenty of room; beautiful layered branches/blooms if not hedged	Yes	No
Japanese Snowball	<i>Viburnum p/icatum tomentosum</i> 'Sterile'	◊◊ i:) • R No fruit	Yes	No
Laurustinis	<i>Viburnum tinus</i>	◊ ◊ • R Subject to freezing if hedged at the wrong time	Yes	No
Grapes NOT RECOMMENDED	<i>Vitis hybrids</i>	◊ ◊ • R Seldom available fruit per climate; edible messy fruit	Yes	No
PLANTS FOR HEDGING <i>To be planted and maintained in accordance with landscape Management Plan Policy</i>				
Spotted Laurel	<i>Aucuba japonica</i> (varieties)	i:) • • R New growth prone to freeze	Yes	No
Barberry cultivars	<i>Berberis x gladwynensis</i> 'William Penn', <i>B. thunbergii</i> 'Crimson Pigmy', 'Rose Glow', etc.	◊ ◊ i:) • R Semi-evergreen to deciduous per winter severity	Yes	No
Dwarf Boxwood	<i>Buxus sempervirens</i> 'Suffruticosa'	◊◊ i:) • • R Easier to keep hedged than other boxwoods	Yes	No
Flowering Quince	<i>Chaenomeles japonica</i>	◊ ◊ i:) • R Spreading growth habit	Yes	No
Port Orford Cedar	<i>Chamaecyparis /awsoniana</i>	◊ ◊ • • L Beautiful smaller cultivars	No	No
Leyland Cypress (& Cultivars)	<i>X Cupressocyparis leylandii</i>	◊ ◊ ◊ • L R Can be hedged; snow load breakage if pruned-up	Yes	Yesx
Dwarf Flaming Bush/ Dwarf Winged Euon.	<i>Euonymus a/atas</i> 'Compacta'	◊ ◊ i:) • R <i>E. alatas</i> 'Compacta' preferred	Yes	No
Chinese Euonymus	<i>Euonymus fortunei</i> Many sizes & variegations	◊◊◊ i:) • R	Yes	No
Forsythia (plant small cultivars only)	<i>Forsythia x intermedia</i> hybrids per Sunset Western Garden Book	◊ ◊ • R Nice fountain-shape if not pruned	Yes	No
Japanese Holly (many cultivars)	<i>Ilex crenata</i>	◊ i:) • • R Many dwarf-like cultivars	Yes	No

Common Name NOT RECOMMENDED means not recommended for Providence Point	Scientific Name: Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	Siting Characteristics - 0 sun, ii) part-shade, • / • • / • • • = precipitation & irrigation needs, L = large, R = pest resistant	At pp	Native
Blue Chip Juniper	<i>Juniperus horizontalis</i> 'Blue Chip'	◇ 0 0 • R Cut into old wood and you have deadwood showing	Yes	No
Blue Star Juniper	<i>Juniperus squamata</i> 'Blue Star'	0 ◇ ◇ • R Cut into old wood and you have deadwood showing	Yes	No
Drooping Leucothoe	<i>Leucothoe fontanesiana</i>	◇ • R Winter is enhanced by cultivars with leaf variegation	Yes	No
(Tall) Oregon Grape & cultivars	<i>Mahonia aquifolium</i>	◇ ◇ .R	Yes	Yes
Osmanthus	<i>Osmanthus species</i>	◇ ◇ • R 0, burkwoodii useful as a hedge	Yes	No
Mock Orange (Sp. & cultivars for WBG Zone 5)	<i>Philadelphus species</i>	◇ • • R	Yes	No
Otto Luyken Laurel PRUNING NOT RECOMMENDED	<i>Prunus/aurocerasus</i> 'Otto Luyken'	◇ ◇ ◇ . R Much planted; large leaves look chopped when pruned	Yes	No
Red Flowering Currant	<i>Ribes sanguineum</i>	◇ • R Native good in the general landscape	Yes	Yes
Azaleas TEMP. NON-RECOMMEND	<i>Rhododendron species & cult.</i>	• • R Tiny-leaved azaleas seem more resistant to Lace-bug damage; Lace Bugs attack drought-stressed plants	Yes	No
Rhododendrons Researching Lace bug resistants	<i>Rhododendron species & cult.</i>	• • R / • R Large-leaved Rhodies are more resistant to Lace-bug damage; Lace Bugs attack drought-stressed plants	Yes	Y&N
Shrub roses and natives	<i>Rosa rugosa & natives: R. gymnocarpa, nutkana & pisocarpa</i>	• • R For pruning, wait until hips cease to be attractive	Yes	Yes
Yew - Small varieties	<i>Taxus cuspidate</i> 'nana,' & <i>T. x media</i> 'brownii'	• • R Does best in near-full shade	No	No
Bristol Ruby & Minuet Weigela	<i>Weigela</i> 'Bristol Red' & 'Minuet'	◇ ◇ ◇ • • R	Yes	No
NATIVE SHRUBS, VINES AND GROUNDCOVERS AND HERBACEOUS PERENNIALS <i>To be planted and maintained in accordance with landscape Management Plan Policy</i>				
Saskatoon Serviceberry	<i>Amelanchier alnifolia</i>	◇ ◇ .R	No	Yes
Lady Fern	<i>Athyrium filix-femina</i>	• R Will tolerate heavy shade	No	Yes
Kinnikinnick / Bearberry	<i>Arctostaphylos uva-ursi</i>	◇ R	Yes	Yes
Deer Fern	<i>Belchnum spicant</i>	R Will tolerate heavy shade	No	Yes
Bunchberry	<i>Camus canadensis</i>	R	Yes	Yes
Red Twig/Osier Dogwood	<i>Camus stolonifera</i>	◇ . R Spreading growth habit	Yes	Yes
Western Hazelnut	<i>Corylus comuta</i>	◇ • R	Yes	Yes
Bleeding Heart	<i>Dicentra formosa</i>	R	No	Yes
Issaquah Silktassel	<i>Garrya x issaquensis</i>	◇ ◇ ◇ R	No	Yes
Salal	<i>Gaultheria shallon</i>	◇ ◇ R Small cultivars preferred in the non-native landscape	Yes	Yes
Native Coral Bells	<i>Heuchera micrantha</i>	◇ . R	No	Yes
Ocean Spray	<i>Holodiscus discolor</i>	◇ ◇ ◇ . R Only for Natural Areas	Yes	Yes
Twin Flower	<i>Linnaea borealis</i>	. R	No	Yes
Purple-flowered Honeysuckle	<i>Lonicera hispidula</i>	◇ ◇ ◇ R	No	Yes
(Tall) Oregon Grape & cultivars	<i>Mahonia aquifolium</i>	◇ ◇ R	Yes	Yes
Dwarf Oregon Grape	<i>Mahonia nervosa</i>	◇ ◇ • R Since flowers are borne at top of stems best seldom pruned	Yes	Yes

Common Name NOT RECOMMENDED means not recommended for Providence Point	Scientific Name: Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	Siting Characteristics - ◇ sun, i; part-shade, • / •• / ••• = precipitation & irrigation needs, L = large, R = pest resistant	At PP	Native
Creeping Mahonia	<i>Mahonia repens</i>	◇◇◇ i; R	No	Yes
Indian Plum	<i>Oemleria cerasijormis</i>	◇i; R	Yes	Yes
Wild Mock Orange	<i>Phi/adelfus lewisii</i>	◇i; R	No	Yes
Western Ninebark	<i>Physocarpus capitatus</i>	◇◇i; R Will tolerate heavy shade	No	Yes
Sword Fern	<i>Polystichum munitum</i>	◇◇i; R Will tolerate heavy shade	Yes	Yes
Red Flowering Currant	<i>Ribes sanguineum</i>	◇i; R	Yes	Yes
Pacific Rhododendron State Flower of Washington	<i>Rhododendron macrophyllum</i>	i; • R Flowers pink to rose-purple	Yes	Yes
Native Roses	<i>Rosa gymnocarpa, nutkana & pisocarpa</i>	◇◇ i; •• Or • R	Yes	Yes
Thimbleberry	<i>Rubus parviflorus</i>	◇◇•R	No	Yes
Salmonberry	<i>Hubus spectabilis</i>	◇◇ R	No	Yes
Pacific blackberry WE HAVE PLENTY	<i>Rubus ursinus</i> FAMOUS FOR INHABITING DISTURBED SITES	◇◇ R Like other blackberries, difficult to eradicate especially when weed-eated	Yes	Yes
Red Elderberry	<i>Sambucus racemosa</i>	◇◇i; R	Yes	Yes
False Solomon's Seal	<i>Smilacina racemosa</i>	i; •• R	No	Yes
Western Spiraea/ Hardhack	<i>Spiraea douglasii</i>	◇◇ i; • R Only for the Natural Areas	No	Yes
Rosy Spiraea / Meadowsweet	<i>Spiraea splendens / densij/ora</i>	◇i; R	No	Yes
Common Snowberry	<i>Symphoricarpos a/bus I racemosus</i>	◇◇i; R	Yes	Yes
Trailing Snowberry	<i>Symphoricarpos hesperius</i>	◇◇ i; L R	Yes	Yes
Trillium	<i>Trillium ovatum</i>	i; •• R	No	Yes
Cat-tail	<i>Typhus latifo/ia</i>	◇◇ •• R	Yes	Yes
Evergreen Huckleberry	<i>Vaccinium ovatum</i>		Yes	Yes
Red Huckleberry	<i>Vaccinium parvifolium</i>	i; •• R	Yes	Yes
Highbush Cranberry	<i>Viburnum edule</i>	i; •• R	No	Yes
Herbaceous Perennials (These are only a few of the possibilities) To be planted and maintained in accordance with Landscape Management Plan Policy				
Sedges	<i>Carex sp.</i>	◇◇ i; ••• R	Yes	Yes
Crococosm ia	<i>Crococosmia species & hybrids</i>	◇◇ i; •• R	Yes	No
PAMPAS GRASS NOT RECOMMENDED	<i>Cortaderia selloana</i>	Large size and razor-edged grass blades make maintenance difficult	Yes	No
Blue Fescue	<i>Festuca g/auca</i>	◇ ◇ i; • R Grasses need periodic renewal	Yes	No
Hellebore/ Lenten Rose	<i>Helleborus species & hybrids</i>	i; • R Hellebores do exceptionally well in our Providence Point soils	Yes	No
Day Lily hybrids	<i>Hemerocal/is</i> hybrids Many hybrids available	◇◇i; •• R Need dividing after 3 to 6 years	Yes	No
Coral Bells	<i>Heuchera species, varieties & hybrids</i>	◇ • R	Yes	No
Pia nta in Lily	<i>Hosta species & hybrids</i>	••• R Slugs love Hostas	Yes	No
Irises	<i>Iris species and cultivars of which there are 1000's</i>	◇◇◇ • R and ◇ • R Large types need periodic renewal	Yes	Y&N
English Lavender	<i>Lavandula angustijolia</i> See WGB for many varieties	◇◇◇•R Becomes woody needing replacement after several years	Yes	No
Silver Grass, Eulalia And varieties	<i>Miscanthus sinensis</i> Many varieties available	◇ ◇ • R Grasses need periodicrenewal	Yes	No

Common Name NOT RECOMMENDED means not recommended for Providence Point	Scientific Name: Our "Sunset Western Garden Book" hardiness Zone in the middle of 4 & 5	Siting Characteristics - ◇ sun, ii> part-shade, • / • • / • • • = precipitation & irrigation needs, L = large, R = pest resistant	At pp	Na- tive
Fountain Grass And varieties	<i>Pennisetum orientale</i>	◇ ◇ ii> • R Grasses need periodic renewal	Yes	No
Russian Sage	<i>Perovskia</i> 'Blue Spire,' 'Blue Mist,' 'Blue Haze,' 'Filigran'	◇ ◇ ◇ • R Becomes woody needing replacement after several years	?	No
New Zealand Flax	<i>Phormium species</i>	◇ ii> • • R Marginally hardy	Yes	No
Cape Fuchsia	<i>Phygelius x rectus</i> hybrids	◇ ◇ ◇ ii> • •	Yes	No
Rudbeckia's & other Aster {Daisy} Family members	<i>Rudbeckia fugida, hirta</i> (Gloriosa Daisy), etc.	◇ ◇ ◇ ii> • R	Yes	No
Autumn Joy Sedum And many other Sedums	X <i>Sedum</i> 'Autumn Joy,' Etc.	◇ ◇ ◇ ii> • R	Yes	No

KEY TO PLANT-SITING SYMBOLS:

◇; ◇◇; ◇◇◇ = best with only morning sun; needs half-day sun; tolerates full sun if irrigated appropriately and may survive without irrigation.

= Needs shade, preferably in the hottest part of the day, or can tolerate filtered or partial shade, {Example: Plants that respond better with, at least, partial shade tend to show water stress in full sun... stress enhances pest problems.) Tall trees and buildings often afford partial shade.

•; ••; ••• = moderate; regular; perennially moist = degree of irrigation/precipitation necessary for our dry summers (1.8 inches average precipitation in July/August). Our dwindling, expensive water supplies dictate more drought resistant plants and a well-designed and maintained irrigation system.

L = Large trees; only for large open spaces; includes large natives for Natural Areas; 30 diameter planting area minimum. Sizes for thirty year estimates of growth for many trees, including small (to 30' height at maturity) trees and medium (to 40' height at maturity) are available in Sunset Western Garden Book and catalogs like J. Frank Schmidt & Son's.

R = Resistant to non-beneficial fungi, bacteria and insects; Pest resistance is only as good as the marriage between site characteristics (sun, soil, shade, moisture etc.) and the plant

Attachment D: Grounds Committee Charter

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

GROUNDS COMMITTEE CHARTER

1. MISSION OF THE GROUNDS COMMITTEE

The Umbrella Association is responsible for maintaining the grounds and landscaping at Providence Point. This is accomplished by contracting with a professional Grounds Management Company to maintain all areas of the property.

The PMO (Property Management Office) is responsible for overseeing the work of the Grounds Management Company to ensure compliance with the contract. The PMO also coordinates any special landscaping or enhancement projects requested of the Grounds Management Company by the Umbrella Association or villages.

The mission of the Grounds Committee is to serve as the liaison between their village and the PMO to gather and provide information on grounds related requests and issues. They also work with village residents to keep them informed of special projects and scheduled grounds work.

2. MEMBERSHIP & MEETINGS

The Grounds Committee will consist of one Representative from each village and a PMO representative. Monthly meetings will be held and will include a representative from the Grounds Management Contractor so that grounds information can be discussed and questions answered.

3. RESPONSIBILITIES

a) PMO

- i. Schedule monthly meetings and prepare the agenda. Publish meeting minutes.
- ii. Chair the monthly meeting.
- iii. As needed, advise committee members and residents of Providence Point governance policies relating to grounds.

b) Village Grounds Liaisons

- i. Serve as the liaison between the PMO and their Village to gather information regarding landscaping enhancements for the annual budget.
- ii. In general, the Grounds Liaison will not interface directly with the Grounds Management Company unless the PMO or Grounds Management Company requests information or clarification from them on an Enhancement or issue or workorder.
- iii. Each year in accordance with the budget schedule, gather the list of village grounds enhancements requested for consideration in the Umbrella Budget for the following year. Get approval from the Village Board before submitting the list to the PMO. Once approved, respond to questions or clarifications from the PMO or Grounds Management Company. Review the design with Village Boards and residents, and sign-off when

- enhancements are complete.
- iv. Coordinate with village residents to keep them informed of enhancement work that is scheduled for around their building.
 - v. As requested by the PMO, schedule volunteers to fill tree bags (containing water) placed around the base of newly planted trees to ensure they receive adequate water as their roots are getting established.
 - vi. Communicate grounds information to the village residents through Village Board Meetings, Village Newsletters, or other communications channels used by the village.
 - vii. Assist residents with the processes and forms needed if they want to submit an Alteration Agreement for a personal gardening area. When requested by PMO, work with Village Board and Residents to review and seek approval for Alteration Agreements submitted by owners for Personal Gardening areas. If the Alteration Agreement is approved, provide green flags for the owner to mark the area so that the Grounds Management Contractor knows not to maintain it.
 - viii. At the time a Unit Owner wants to cancel an Alteration Agreement for a Personal Gardening area, the Grounds Liaison and PMO will meet with the Grounds Management Contractor to determine if the area can be left as is and responsibility for maintenance assumed by the Grounds Management Contractor. If not, the PMO and Grounds Liaison will notify the Unit Owner who must pay to restore the area to a state where it can be maintained by the Grounds Management Company. The Grounds Liaison will keep the Village Board informed of these personal garden changes.
 - ix. Work with the Village Board to determine if volunteer efforts should be organized to fund and plant flowers in the village. If so, the Grounds Liaison will fill out the Alteration Agreement for a Village Gardening Agreement, get the needed approvals, and submit it to the PMO.
 - x. Assist with identification of dead or diseased trees in the village, or trees causing structural issues with buildings, sidewalks, or patios. Submit a workorder to the PMO and provide follow-up details as requested.
 - xi. The Grounds Liaison is assigned by and reports to the Village Board.
 - xii. Grounds Liaisons with innovative ideas for consideration should submit their idea in writing to the PMO. This idea may be included for discussion on a Grounds Committee Meeting Agenda. Ground Liaisons should **not** approach the Grounds Management Company directly to discuss these ideas.

Please note: Grounds-related workorders may be submitted by residents or Village Grounds Liaisons, depending on processes established by the Village Board.

Village Enhancement Calendar

<p>July: Village Liaison creates list of village enhancements for next year and gets Village Board Approval. Submit to PMO.</p>	<p>August: PMO gets cost estimates for enhancements and prepares draft budget for Umbrella consideration</p>	<p>Sept/Oct: Umbrella budget is reviewed, adjusted as needed, and finalized. Some enhancements may not be funded if costs are excessive.</p>	<p>March/April: PMO and Grounds Mgmt Company work with Village Liaisons to create schedule for enhancement work.</p>
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THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

LEASING, RENTALS & RELATED PARTY POLICY

AUTHORITY:

- A. Article 7, Authority of the Umbrella Board, Section 7.2, Adoption of Rules and Regulations of the Umbrella Declaration provides in applicable part that, “The Umbrella Board is empowered to adopt, amend, and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners,” and “...the rules and regulations shall be binding upon all Owners and occupants...”
- B. Section 1.1.22 of the Umbrella Declaration and Section 1.1.27 of the various Village Declarations state that “Related Party” means a person who has been certified in a written document filed by a Unit Owner with the Association to be the spouse, parent, parent-in-law, sibling, sibling-in-law, parent’s sibling, or lineal descendant or ancestor of the Owner, the officer or director of any Owner which is a corporation, the member of any Owner which is a limited liability company, the trustee or beneficiary of any Owner which is a trust, or the partner of any Owner which is a partnership.”
- C. Section 10.1 of the various Village Declarations provides in applicable part that, “The Building and Units are intended for and restricted to use as single family residences only, on an ownership basis, and for social, recreational, or other reasonable activities normally incidental to such use...”, and “By acceptance of a deed or other conveyance of a Unit, each Owner, for himself or herself, and anyone occupying the Unit, by, under or through him or her, shall thereby be deemed fully, completely and unconditionally to have acknowledged and agreed to abide by...restriction provisions...of the Umbrella Board.”

PURPOSE:

In order to assure the fair and equitable administration of rentals and leases of a Unit within Providence Point, the Board deems it necessary and desirable to establish a Leasing, Rental, and Related Party Policy.

RESOLUTION:

- A. The Board resolves that the following policies and procedures regarding leases and rentals of Units within Providence Point be, and hereby are, adopted:
 - 1. The maximum percentage of rentals allowed in Hilltop Village and Forest Village is five percent (5%). The maximum percentage of rentals allowed in Center Village, Garden Village, Highland Village, Meadow Village, and Washington Village is ten percent (10%). The Village Boards, in their sole discretion, may grant a limited waiver of the rental cap in the case of demonstrated substantial hardship by the Owner.

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

LEASING, RENTALS & RELATED PARTY POLICY

2. Other than Related Parties, domestic partners and caregivers, no individual may reside in a Unit without a Unit Rental Agreement.
 3. Unit Owners will notify the Property Management Office of their intention to lease their Unit prior to the actual leasing taking place. Leasing a Unit, and allowing renters to move into the Unit without notifying the Umbrella Association beforehand, shall make the lease null and void.
 4. All Unit rental agreements shall be in writing and must identify all residents of the Unit and their ages.
 5. No rental agreements shall be for a term less than 180 days.
 6. No rental of a Unit may be of less than the entire Unit and no tenant may sublease a Unit or any part of a Unit (e.g., a room).
 7. The Owner-Landlord shall deliver a copy of the rental agreement to the Property Management Office before any tenancy commences.
 8. The Owner-Landlord shall deliver a certification to the Property Management Office that the tenant-renter was given a copy of all the rules and regulations of the Village and Umbrella Associations.
 9. All rental agreements must state that all residents are subject, in all respects, to the policies, rules, and regulations of the Village Association and of the Umbrella Association, including the age restriction. Failure to comply shall constitute a default under the rental agreement, as well as a violation of the rules and regulations.
 10. All rental agreements shall grant the Village Board the right and authority to evict a tenant on the Unit Owner's behalf for any default.
 11. Owners shall remain personally liable for monthly Assessments and all other Owner obligations, whether or not a Unit is rented.
 12. An original lease may not be longer than 3 years. Subsequent lease agreements between the same parties may only be signed up to one year, but not less than 180 days at a time.
 13. Prior to occupancy of the Unit by a tenant, the Owner of a Unit shall have a criminal background check and credit report done on any individual(s) leasing a Unit by a recognized tenant screening service. A copy of the results will be given to the Property Management Office.
- B. The Board resolves that the following policies and procedures regarding Related Parties within Providence Point be, and hereby are, adopted:
1. "Related Party" means a person who has been certified in a written document filed by a Unit Owner with the Association to be the spouse, parent, parent-in-law, sibling, sibling-in-law, parent's sibling, or lineal descendant or ancestor of

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

LEASING, RENTALS & RELATED PARTY POLICY
the Owner, the officer or director of any Owner which is a corporation, the member of any Owner which is a limited liability company, the trustee or beneficiary of any Owner which is a trust, or the partner of any Owner which is a partnership.” (The Certified Related Party Acknowledgement form is listed as Exhibit A.)

ADOPTED: October 23, 2012 at the Regular Meeting of the Umbrella Association Board of Directors.

Robert Sansing
Robert Sansing – President

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

LEASING, RENTALS & RELATED PARTY POLICY

EXHIBIT A

CERTIFIED RELATED PARTY ACKNOWLEDGEMENT

“Related Party” means a person who has been certified in a written document filed by a Unit Owner with the Association to be the spouse, parent, parent-in-law, sibling, sibling-in-law, parent’s sibling, or lineal descendant or ancestor of the Owner, the officer or director of any Owner which is a corporation, the member of any Owner which is a limited liability company, the trustee or beneficiary of any Owner which is a trust, or the partner of any Owner which is a partnership.

OWNER(S) NAME(S): _____

RELATED PARTY NAME #1 _____

RELATIONSHIP TO OWNER _____

RELATED PARTY NAME #2 _____

RELATIONSHIP TO OWNER _____

We hereby certify that the individuals listed above are a Related Party as defined in the Village and Umbrella Association Declarations.

OWNER SIGNATURE(S) _____

DATE _____

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

New Resident Orientation Fee

PURPOSE:

WHEREAS, The Umbrella Board deems it necessary and desirable to establish a policy defining how homeowner monthly assessment payments are made, and

AUTHORITY:

- 1.1. Section 7.1 of the Umbrella Declaration states that: Powers of Umbrella Association. Except as limited elsewhere by this Declaration, the Umbrella Association, acting through its Board of Directors shall have the power to: 7.1.1 Adopt and amend bylaws, rules, and regulations; and
- 1.2. Section 7.2 of the Umbrella Declaration states that: Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Residents.

RESOLUTION:

THEREFORE, The Umbrella Board of Directors hereby resolve,

Effective January 1, 2016, all new home purchasers must pay, at the time of escrow, a refundable Orientation Fee of \$100.00. All new owners and intended residents are required to attend a New Resident Orientation, an Activities Orientation, and a Maintenance Orientation. Once all three have been attended by the new owner or resident, a refund of the Orientation Fee of \$100.00 will be processed and mailed within 30 days of the final orientation attendance.

Adopted: September 22, 2015 at a Regular Meeting of the Umbrella Board of Directors.

Glenn Buckholt
Glenn Buckholt, Umbrella Board President

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

Nomination and Election of Umbrella Board Officers

AUTHORITY:

Declaration ARTICLE 7, Section 7.2 Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

Declaration ARTICLE 5, Section 5.2.6, Election of Officers. All Officers shall be elected by the Umbrella Board in accordance with procedures established in the Umbrella Association Bylaws. Duties of Officers shall be established in the Umbrella Association Bylaws.

Bylaw ARTICLE 7 Section 7.2, Election of Officers. Starting in 2012, the officers of the Umbrella Association shall be elected by a majority vote of the Umbrella Board of Directors for a two-year term at the January organizational Meeting, and shall hold office at the pleasure of the Board. The President may not be elected to a second term in the same position, but may be elected to another officer position, such as vice-resident for a two year term. Following the term as president, the president may not be elected to a Director position for two years after leaving office. The other officers have no term limits.

PURPOSE:

To define the process and procedure relating to the nomination and election of the officers of the Umbrella Association in accordance with the Umbrella Declaration and Bylaws.

RESOLUTION:

The Umbrella Board resolves that the following policies regarding nominations and elections be, and hereby are, adopted:

- A. The president of the Umbrella Board shall announce at the second board meeting in July that the seven village presidents will become a nominating committee to present a list of nominees for officers to the Umbrella Board for the coming two-year term. The Umbrella Board president shall select one of the seven village presidents to act as chair of the committee.

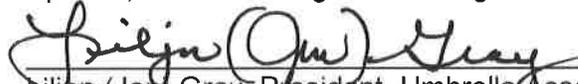
- B. The Nominating Committee shall seek out candidates for president, vice president, treasurer and secretary or other officers as needed (i.e. assistant treasurer), and shall review candidates' qualifications for office.
- C. The committee shall announce to the residents of Providence Point in as many ways possible, that nominations are now open for board officers.
- D. If any resident knows of someone who is qualified and is willing to run for a specific position, their name should be brought before the committee. Individuals may also self-nominate. Candidate names must be submitted to the committee no later than the second week in September to allow the committee to consider qualifications and experience and prepare the list of nominees.
- E. Those nominated should meet the qualifications of the office they are seeking.
1. **President:** Held some leadership role in Providence Point and in previous work experience. He or she should also know how to run a meeting.
 2. **Vice President:** Should meet the same standards as the president nominee.
 3. **Treasurer and Assistant Treasurer:** Should have an accounting and/or finance background.
 4. **Secretary:** Should have the ability to take notes rapidly and know how to produce meeting minutes. Must be computer literate and have access to a computer.
- F. A person may not run for office if they are not a member in good standing per 4.2 of the Umbrella Association Declaration or are an owner but not a resident. A renter may not run for an Umbrella officer position, except for residents whose close relatives own the unit for their benefit (whether or not they pay rent). For a family member resident to be qualified to serve in a voting Umbrella Officer position, a proxy form must be signed and notarized by the family member owner granting voting rights to the family member resident. Proxy rights are only granted for a period of eleven months, and can be renewed. Candidates should be judged solely on their qualifications for office.
- G. The Nominating Committee should strive to have more than one person running for each office. If there is more than one candidate for President, each may be presented with a candidate for vice president who has agreed to run. It is essential that both the President and Vice President have similar philosophies and values in order to develop a good working relationship.
- H. Once the nominations have been completed and nominees vetted, the nominees shall be presented at the first October Umbrella Board meeting. Verbal nominations by the Nominating Committee Chair shall include and be limited to a short resume of each candidate. The Umbrella Board shall vote to elect the officers at the second Umbrella Board meeting in October, and the officers shall be ratified at the January organizational meeting. If the new board does not ratify all of the candidates, the nomination and election process will be repeated for the non-ratified position(s).
- I. All candidates for office shall submit to the Nominating Committee and the Property Management Office no later than one week prior to the second Umbrella Board meeting in October a resume including the following: name, how long have they lived

in Providence Point, their educational background, their previous work experience, what leadership positions they have held in Providence Point and in their work experiences. Copies of the resumes shall be given to Umbrella Board members and made available to association members at the October meeting. This resume will be delivered to the office administrator one week prior to the second Umbrella Board meeting in October. This information shall also be put on the Providence Point website and copies sent to the Umbrella Board members.

J. Following the ratification in January, the officers shall immediately be installed.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF NOMINATION AND ELECTION OF UMBRELLA BOARD OFFICERS POLICY.

ADOPTED ON: April 25, 2017 at a Regular Meeting of the Board.


Lijun (Jen) Gray, President, Umbrella Association

DATES AMENDED:

Amendment 1 _____ at a Regular Meeting of the Board

REVOKED _____ at a Regular Meeting of the Board

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

Official Naming of Town Hall Amenities

PURPOSE:

WHEREAS, The Umbrella Board deems it necessary and desirable to recognize the common names given to two amenities found in the Town Hall, and

AUTHORITY:

1. Article 7 of the Umbrella Declaration, titled "Authority of the Umbrella Board" under section 7.1.1 states "Adopt and amend bylaws, rules and regulations" and
2. Section 7.1.6 of the Declaration states "Regulate the use, maintenance, repair replacement and modification of Umbrella Common Elements and Facilities, and the Village Common elements and Facilities as provided for in the Village Declarations" and

RESOLUTION

THEREFORE, The Umbrella Board of Directors hereby resolve,

The former restaurant amenity on the main floor of Town Hall with entry in the foyer of said Town Hall will be named and known as "**OUR PLACE**" and the former commercial space between the two other commercial spaces on the main floor of Town Hall will be named and known as "**Our Café**" until such time the Umbrella Board of Directors approves a change.

Revised March 25, 2014 at a Regular Meeting of the Umbrella Board of Directors.

Glenn Buckholt _____
Glenn Buckholt, Umbrella Board President

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

PET POLICIES
(Regulating the keeping and maintenance of pets)

AUTHORITY:

A. Article 7, Authority of the Umbrella Board, Section 7.2, Adoption of Rules and Regulations of the Umbrella Declaration provides in applicable part that, "The Umbrella Board... is empowered to adopt, amend, and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners;" and

B. Article 4, Section 4.7, Pets, of the Umbrella Declaration sets forth certain requirements and restrictions regarding animals and subjects the keeping of animals to such rules as may be promulgated by the Board.

PURPOSE:

The Board deems it necessary and desirable for the health, safety and welfare of the residents to establish certain policies and procedures to control the keeping and maintenance of pets.

RESOLUTION:

The Board resolves that the following policies and procedures regarding pets be, and hereby are, adopted:

I. PERMITTED ANIMALS

Subject to compliance with the provisions of the Declaration and this resolution, the following animals, and no others, may be kept by residents on the Property as pets:

Dogs

Domestic Cats

Caged Birds

Reptiles, Amphibians, Fish (but only if harmless and confined in a terrarium, aquarium, or other similar contained environment within a Unit and without access to the Common Area.)

Other Animals (but only with Umbrella Board approval)

II. APPROVAL PROCESS

A. When Pet Approval is Required. A resident must obtain approval of the Community Manager to keep a pet only if (1) more than one of the resident's pets will have access to the Common Area; (2) if Board approval is required because of the type of animal the resident desires to keep or (3) there will be more than two pets residing in the Unit.

B. Application for Approval. Any resident can apply for approval of a pet by filing with the Community Manager, not later than ten (10) days prior to the Board's next scheduled meeting, an application on a form approved by the Board. The Community Manager shall immediately forward the application to the Board for action.

C. Action on Application. The Board will either grant or reject the application at its next scheduled meeting. Upon approval of any pet application, the keeping of the pet shall be subject to the provisions of the Declarations and this resolution.

III. PET RULES

A. Licensing and Inoculation. Residents must properly inoculate and license their pets as required by local ordinance.

B. No Nuisance Permitted. Residents shall not permit their pets to become a nuisance.

C. Noise Control. Residents shall not permit their pets to bark, howl, whine, or make other noises for such a time as disturbs neighbors' rest or enjoyment of their homes. Residents shall not leave their pets outside, unattended, at any time, day or night.

D. Leashing Required. Residents must keep pets leashed and attended by a responsible person at all times when pets are outside a Unit.

E. Use of Common Areas. Pets may not be leashed to any object on the Common Areas.

F. Liability; Owner Indemnification. Residents are responsible for any property damage, injury or disturbances their pets may cause or inflict. Any resident who keeps or maintains a pet on the Property shall be deemed to have indemnified and agreed to hold free and harmless the Association, and each other resident from any loss, claim or liability of any kind or character whatever arising by reason of keeping or maintaining such pet on the Property. Residents that have guests accompanied with pets are responsible for any property damage, injury or disturbances their guests' pet(s) may cause or inflict.

G. No Commercial Use. Pets may not be kept or maintained for commercial purposes. No pet, which term includes without limitation livestock, domestic or other animals, poultry, reptiles or living creatures of any kind, shall be raised or bred in, on, or about the Entire Property.

H. Confinement of Females. Every female dog and cat while in heat shall be kept confined inside the Unit in such a manner that she will not be in contact with other dogs or cats (except for intentional non-commercial breeding purposes) nor create a nuisance by attracting other dogs or cats.

I. Compliance of Guests. Residents entertaining guests with pets or leasing to tenants with pets are responsible for ensuring compliance by their guests and tenants with the Declaration and this resolution. Owners will be responsible for any violations by their guests or tenants.

J. Pet Wastes. Residents must immediately remove from all common and limited common areas and properly dispose of their pet's wastes. Residents shall not permit pet wastes and odors to accumulate in Units so as to create unattractive or unsanitary conditions.

IV. ENFORCEMENT

A. Remedies of Association. Pursuant to Article 4, Section 4.7, Pets, of the Declaration, any pet on the Entire Property shall at all times be subject to rules and regulations adopted by the Umbrella Board. If a resident violates any provisions of the rules and regulations adopted, the Umbrella Board, may, in its discretion, impose fines or other penalties as the Umbrella Board, in its sole discretion, may deem appropriate. The Umbrella Board may also at any time require the removal from the Entire Property of any pet which it finds is disturbing other residents unreasonably, in the Umbrella Board's sole determination, and may exercise this authority for specific pets even though other pets are permitted to remain. Additionally, any pets of guests may be banned from the Entire Property after just one incident of reported aggressive or disruptive behavior by the pet. Any pets found running loose, and any animals found on the Property that are not permitted under this resolution may, at the discretion of the Community Manager, be picked up by the local King County Animal Control.

B. Independent Remedies. Penalties for violation of the local animal control ordinance may be imposed by the locality independent of remedies pursued by the Association. The Association may impose its penalties independent of remedies pursued by the locality.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS REGULATIONS ON PET POLICIES.

Adopted: October 26, 2003 at the regular meeting of the Umbrella Association Board of Directors.



Bruce D. Eder – President, Umbrella Association

DATES AMENDED:

Amendment 1 April 23, 2013 at a Regular Meeting of the Board

Amendment 2 November 27, 2018 at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

Policy Resolution List

AUTHORITY:

Declaration ARTICLE 7, Section 7.2 Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

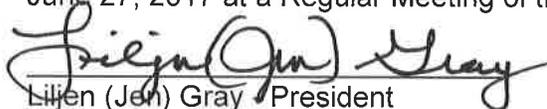
PURPOSE:

To inform the community of a change in the method of listing all Providence Point Umbrella Association policy resolutions.

RESOLUTION:

As of this date, all policy resolutions will be known by title only. The term "Administrative Policy" will no longer be used. All policy resolutions will be posted on the Providence Point Umbrella Association website.

ADOPTED ON June 27, 2017 at a Regular Meeting of the Board.


Liljen (Jon) Gray President

DATES AMENDED:

Amendment 1 _____ at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board.

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

Policy Resolution Process and Procedures

AUTHORITY:

Declaration ARTICLE 7, Section 7.2 Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

PURPOSE:

To establish appropriate process and procedures for adopting, amending, revoking and recording Policy Resolutions of the Board.

RESOLUTION:

The Board resolves that the following process and procedures for the adoption, amendment and revocation of Policy Resolutions be, and hereby are, adopted

I. ADOPTION PROCEDURES

A. Introduction of Proposed New Policy. Any Board member or Officer, or the Manager employed by the Association may introduce a new policy resolution for consideration by the Board. The person wishing to introduce the resolution shall bring their proposal to the Secretary or staff person assigned to keep the Book of Resolutions. Such person shall insert any relevant specific authority related to the proposal and provide the proposed new policy resolution in the appropriate format for review and approval by the person bringing the proposal, the Officers of the Board and the Manager employed by the Association.

B. Consistency. The Secretary shall be responsible for reviewing the proposed resolution for consistency with the Governing Documents and previously adopted resolutions, and shall report any inconsistencies to the Officers, Manager and person proposing the Resolution. In addition, anyone at any time may report to the Secretary an inconsistency whenever such inconsistency is identified. This responsibility of the Secretary related to inconsistencies may be shared with or delegated to an assigned staff person.

C. Board Consideration. After review and approval as specified in Sections I A and I B of this section, Board members shall receive the proposed policy resolution for consideration at least 24 hours prior to a Board meeting where the Board member, Officer, or Manager shall introduce the proposal to the Board. If, in the discretion of the Board, it is important to take immediate action on any issue, the twenty-four (24) hour notice requirement may be waived by a unanimous vote of Board members present.

D. Board Action. The Board shall take action on the proposed resolution as follows: adopt the resolution in its original form; amend the proposed resolution and then adopt it; decide not to adopt the resolution in any form; or delay taking action if further time is needed for investigation or study. The Board may also request a legal opinion before voting on the policy. To be adopted, the resolution must have the approval of the majority of the directors present at a Board meeting at which a quorum is present. After the Board adopts, amends, or revokes a policy resolution, the policy resolution or summary thereof shall be attached to the minutes of the Board meeting at which the action was taken.

E. Publication and Comment. If the Board determines that comments on a particular resolution would be advisable or helpful, it may publish the proposed resolution or a summary thereof in a newsletter published by the Association or by such other method as it deems appropriate, and request comments from Owners. The Board will give Owners a reasonable opportunity to respond to any requests for comments (at least fifteen (15) days) and will consider all written comments received within the specified time period. After considering the comments, the Board shall take action on the proposed resolution, either to adopt, amend and adopt, defeat, or delay action, in its sole discretion.

F. Notice. If a resolution is adopted, the Board shall notify Owners by providing them with a copy of either the full resolution or a summary thereof, or by publication of a copy or summary in a newsletter published by the Association, or by other appropriate means, sufficient that Owners should be informed of any changes in their rights or obligations. A copy of the full Policy Resolution shall be placed in the Book of Resolutions and online, and included in new Owners Resale Certificate.

G. Review. All policy resolutions shall be reviewed periodically by the Secretary or assigned staff person to ensure they are still relevant and current.

II. AMENDMENT

After adoption, a Policy Resolution, or any of its separate attachments, may be amended at any time for any reason by following the same procedures specified for adoption of a Policy Resolution. Each policy resolution shall include the number of times the policy or attachment has been amended; the date of the meeting, either in person or by written consent, at which the policy or attachment was amended; and the signature of the President or Vice President of the Association. The amended policy shall also include a statement that the amended policy or attachment supersedes any previous versions of the Policy or attachment.

III. REVOCATION

A. A policy resolution may be revoked at any time for any reason following the same procedures specified for adoption of a policy resolution. Such policy resolution shall include the

date of the meeting at which the Policy was revoked, either in person or by written consent, and the signature of the President or Vice President of the Association. Revocation information shall be included separately on any attachments revoked.

IV. WAIVER

The Board in its sole discretion may waive any policy resolution in whole or part by majority vote of members present at the meeting where such action is taken. The policy resolution shall include Information about the date of the meeting at which the policy or part thereof was waived, the duration of the waiver, and the signature of the President or Vice President of the Association.

V. DURATION

Unless otherwise specified in the resolution, all policy resolutions adopted as provided herein shall continue in effect until amended or revoked by subsequent action of the Board.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF POLICY RESOLUTION PROCESS AND PROCEDURES.

ADOPTED ON February 28, 2017 at a Regular Meeting of the Board.


Liljen (Jen) Gray, President

DATES AMENDED:

Amendment #1 _____ at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

Records Retention

AUTHORITY:

Declaration ARTICLE 7, Section 7.2 Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

Declaration Section 5.8 Books and Records. The Umbrella Board shall cause to be kept complete, detailed, and accurate books and records of the receipts and expenditures of the Umbrella Association, in a form that complies with generally accepted accounting principles. The books and records, authorizations for payment of expenditures, and all contracts, documents, papers, and other records of the Umbrella Association shall be available for examination by the Owners, Unit Mortgagees, and the agents or attorneys of either of them, during normal business hours and at any other reasonable time or times. Parties authorized to examine records may request copies, but must reimburse the Umbrella Village Association its reasonable expenses in providing those copies.

PURPOSE:

To provide retention of records as required by Federal and State law, establish time limits for retention of certain records, how records will be maintained and the procedure for destruction of records no longer needed.

RESOLUTION:

The Board resolves that the following procedures for record retention are hereby, adopted.

- I. Permanent Records – The following records are to be maintained permanently:
 - A. All committee and sub-committee meeting minutes
 - B. All financial statements, reconciliation reports, bank statements, journals, ledgers, and delinquency reports
 - C. All governing documents: CC&R's & any amendments, current and former Bylaws, Rules & Regulations, Policy Resolutions
 - D. All insurance policies
 - E. Annual Audits
 - F. Annual and Supplemental budgets

- G. Articles and Certificate of Incorporation
- H. Association Meeting minutes including any special or budget ratification minutes
- I. B & O Tax reports and Washington State L & I Workmen's Compensation Taxes
- J. Board Meeting Minutes
- K. Building plans and permits
- L. Closed legal files
- M. Corporate Tax Returns
- N. Correspondence on any legal matters or contracts including email or other media
- O. Deeds
- P. Executive Board Meeting Minutes (maintained in confidentiality)
- Q. Federal and State Identification numbers
- R. Payroll related reports to Federal and State agencies (Withholding, State and Federal unemployment, etc.)
- S. Voting results written certification by Secretary

II. Records to be Destroyed After Specific Timeline

- | | |
|---|----------|
| A. Assessment Information | 7 years |
| B. Cancelled checks | 7 years |
| C. Certificates of Insurance | 7 years |
| D. Contracts | 7 years |
| E. Correspondence (general) | 3 years |
| F. Employee Files (after end of employment) | 7 years |
| G. Expired Leases | 7 years |
| H. Expired warranties | 7 years |
| I. Management Violation Notices (after owner sells) | 3 years |
| J. Payroll records | 3 years |
| K. Proposals or Estimates | 7 years |
| L. Real Estate taxes paid | 7 years |
| M. Reserve Studies | 3 years |
| N. Settled Insurance Claims | 7 years |
| O. Supply invoices | 7 years |
| P. Written ballots (from voting cut-off date) | 6 months |

III. Historical Records to be kept Permanently

- A. Books or other publications related to the community
- B. News or other media articles about community
- C. Newsletters
- D. Photos
- E. Published Articles by employees or volunteers

IV. Storage of Records

- A. Whenever possible such records should be scanned and retained in electronic data that is kept in a cloud based storage system or local backup system stored in a fire proof safe.
- B. Whenever necessary hard copies of documents will be maintained by the Property Management Office (PMO) in cardboard boxes designed for document storage and labeled with its contents. Each box is numbered and a written list is maintained by the

Secretary or designated employee of PMO. Said boxes will be stored at a location established by the General Manager. Paper records that have been archived may be kept at an offsite facility by a service provider.

- C. Accounting records for the past three years that are not electronically maintained must remain on site.

V. **Destruction of Records**

- A. All official documents of the Association eligible to be destroyed per this policy must be done by shredding.
- B. At least once annually, the PPUA will have a third party service shred all records eligible for destruction. At no time will Association records be permitted to be thrown out in the garbage.
- C. Classified documents used in conjunction with executive sessions, hearings or other classified meetings are to be itemized and collected at the end of the meeting. The General Manager will be responsible for accounting of all classified documents and their destruction.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS REGULATIONS ON RECORDS RETENTION.

ADOPTED ON: September 26, 2017 at a Regular Meeting of the Board.


Liljen (Jen) Gray, President

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RECORDS REVIEW

AUTHORITY:

- A. Article 7, Authority of the Umbrella Board, Section 7.2, Adoption of Rules and Regulations, provides in applicable part that, “The Umbrella Board is empowered to adopt, amend, and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners,” and “...the rules and regulations shall be binding upon all Owners and occupants...”
- B. Section 5.8 Books and Records of the Umbrella Declaration states, “The Umbrella Board shall cause to be kept complete, detailed, and accurate books and records of the receipts and expenditures of the Umbrella Association, in a form that complies with generally accepted accounting principles. The books and records, authorizations for payment of expenditures, and all contracts, documents, papers, and other records of the Umbrella Association shall be available for examination by the Owners, Unit Mortgagees, and the agents or attorneys of either of them, during normal business hours and at any other reasonable time or times. Parties authorized to examine records may request copies, but must reimburse the Umbrella Village Association its reasonable expenses in providing those copies.”
- C. Section 12.11 Books and Records of the various Village Declarations states, “The Village Board shall cause to be kept complete, detailed, and accurate books and records of the receipts and expenditures of the Village Association, in a form that complies with generally accepted accounting principles. The books and records, authorizations for payment of expenditures, and all contracts, documents, papers, and other records of the Village Association shall be available for examination by the Unit Owners, Unit Mortgagees, and the agents or attorneys of either of them, during normal business hours and at any other reasonable time. Parties authorized to examine records may request copies, but must reimburse the Village Association its reasonable expenses in providing those copies.”

PURPOSE:

In order for the books and records of the Association be assessable to Unit Owners in a fair, equitable, and timely manner, the Board deems it necessary and desirable to establish policies regulating the viewing and availability of Association documents.

RESOLUTION:

- A. The Board resolves that the viewing, availability, and copying of various Association documents be made assessable to Unit Owners in the following manner:
 - 1. A Unit Owner is required to make an appointment with the Property Management Office at least 72 hours in advance and state clearly, in writing, what documentation is needed.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RECORDS REVIEW

2. Records and Association business documents can be distributed as follows:
 - a. Umbrella, Village, and Committee meeting agendas and minutes can be copied and distributed to a requesting Unit Owner at the cost of .10 cents per page.
 - b. Umbrella and Village Bylaws, Declarations, and Policies can be copied and distributed to a requesting Unit Owner at the cost of .10 cents per page and the additional cost of \$30.00 an hour for employee labor with a minimum of 15 minutes labor.
 - c. Umbrella and Village business contracts cannot be copied, but they can be viewed by a requesting Unit Owner in the Property Management Office.
 - d. Legal correspondence, violation matters, employee disciplinary actions or employee salary and personal information cannot be copied or viewed or made available to a requesting Unit Owner.
 - e. All other requested documentation from a Unit Owner will be considered on a case-by-case basis.
3. Any requesting Unit Owner will be notified if the documentation they are seeking is available for viewing/copying, at no charge, on the Providence Point website, www.providencepointcommunity.com .
4. No written documentation will be provided for the purpose of use in a Resale Certificate, Condominium Questionnaire, and/or lender refinancing. Requesting owners will be directed to our contracted accounting firm for that type of documentation.

ADOPTED: October 27, 2015, at a regular meeting of the Board of Directors of Providence Point Umbrella Association.

Glenn Buckholt

Glenn Buckholt, President Umbrella Association

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RESIDENT HEALTH & WELFARE

AUTHORITY:

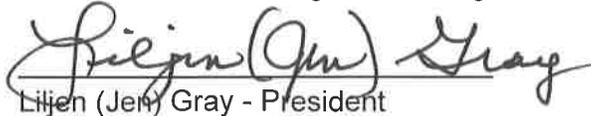
Article 7, Section 7.2 Adoption of Rules & Regulations of the Declaration provides in applicable part that, "The Umbrella Board is empowered to adopt, amend, and revoke... detailed administrative rules and regulations necessary or convenient... to promote the comfortable use and enjoyment of the Entire Property by Owners," and "...the rules and regulations shall be binding upon all Owners and occupants..."

WHEREAS, the Board of Directors have a duty to protect the property and all residents, **THEREFORE**,

BE IT RESOLVED, In the event a resident is observed to be experiencing physical and/or mental dysfunction, which may threaten that resident's safety or well-being or the safety of others, the Community Manager will contact the resident's listed emergency contact person. If there is no current emergency contact person, the Community Manager will attempt to locate a family member or significant other who can help. If there is no help from any of the above, the Community Manager will seek assistance from a social services agency such as Adult Protective Services (APS). APS protects vulnerable adults by investigating allegations of abuse, neglect, abandonment, and financial exploitation when the person lives in their own home.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF RESIDENT HEALTH & WELFARE POLICY.

ADOPTED ON: June 28, 2016 at a Regular Meeting of the Board.


Liljen (Jen) Gray - President

DATES AMENDED:

Amendment 1 _____ at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board.

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

RESIDENT MAINTENANCE RESPONSIBILITY POLICY

AUTHORITY:

- A. Article 7, Authority of the Umbrella Board, Section 7.2, Adoption of Rules and Regulations of the Umbrella Declaration provides in applicable part that, "The Umbrella Board is empowered to adopt, amend, and revoke... detailed administrative rules and regulations necessary or convenient... to promote the comfortable use and enjoyment of the Entire Property by Owners," and "...the rules and regulations shall be binding upon all Owners and occupants..."
- B. Article 10.3, Unit Maintenance and Decoration, subsection 10.3.1 of the various Village Declarations state "Each Unit Owner shall, at his/her sole expense, keep the interior of the Unit and its equipment, appliances, and appurtenances in a clean and sanitary condition, free of rodents and pests, and in good order, condition, and repair..."

PURPOSE:

In order to assure the fair and equitable administration of Unit Maintenance and Decoration within Providence Point, the Board deems it necessary and desirable to establish a Resident Maintenance Responsibility Policy.

RESOLUTION:

- A. The Board resolves that the following policies and procedures regarding Unit Maintenance and Decoration within Providence Point be, and hereby are, adopted:
 - 1. Each Unit Owner shall, at his/her sole expense, keep the interior of the Unit and its equipment, appliances, and appurtenances in a clean and sanitary condition, free of rodents and pests, and in good order, condition, and repair and shall do all redecorating and painting at any time necessary to maintain the good appearance and condition of his/her Unit.
 - 2. Each Unit Owner shall be responsible for the maintenance, repair, or replacement of any plumbing fixtures, plumbing supply lines, plumbing waste lines, gas supply lines, water heaters, fans, heating, ventilation, and air conditioning equipment, electrical fixtures, appliances, conduit and wires, including any private elevator, and pipes which are in his/her Unit or portions thereof that serve his/her Unit and are for the exclusive use of the Unit.
 - 3. Each Unit Owner shall replace any glass or screens in the windows and exterior doors of the Unit that fail or become cracked or broken with glass of equivalent quality and appearance, and shall repair and replace as necessary any screens, awnings, and planter boxes appurtenant to his or her Unit.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RESIDENT MAINTENANCE RESPONSIBILITY POLICY

4. Without limiting the generality of the foregoing, each Unit Owner shall have the right and the duty at his/her sole expense and cost to maintain, repair, paint, paper, panel, plaster, and tile interior surfaces of the ceilings, floors, window frames, perimeter walls of his/her Unit and the bearing and non-bearing walls located within his/her Unit and shall not permit or commit waste of his/her Unit, its appurtenant Limited Common Elements, or the Common Elements.
5. Each Unit Owner shall have the right to substitute new finished surfaces for the finished surfaces existing on the ceilings, floors and walls, except no Unit Owner shall install any hard flooring (including, without limitation, hard wood, Pergo, laminated flooring, tile, slate, linoleum or other such materials that are of a harder surface than the material being replaced) in, on, or about his/her Unit without the prior written consent of the Village Board and all Unit Owners whose Units are below such hard flooring. The Village Board may adopt rules and regulations related to the method of construction of any installed flooring materials, or the performance requirements of the flooring materials in reducing sound transmission for both airborne and structure borne sound.
6. This Section 10.3 shall not be construed as permitting an interference with or damage to the structural integrity of the Building or interference with the use and enjoyment of the Common Elements or of the other Units or Limited Common Elements or any of them nor shall it be construed to limit the powers or obligations of the Village Association or the Umbrella Association.
7. Each Unit Owner shall be responsible for the care, cleanliness and orderliness of Limited Common Elements appurtenant to his/her Unit.
8. The Village Board may set standards for the care, maintenance, repair and replacement of Limited Common Elements. The Village Board may establish rules and regulations for the method of maintenance, repair and replacement of Limited Common Elements.
9. The Village Board is responsible for performance of repair and replacement of Limited Common Elements. The Village Board may permit or require a Unit Owner to perform such maintenance by written notice. No Owner shall, however, modify, paint, or otherwise decorate, or in any way alter the interior or the exterior of their respective Limited Common Elements, including exterior lighting fixtures even though they may be controlled from a Unit, without prior written approval of the Village Board.
10. The cost of care, maintenance, repair, and replacement of Limited Common Elements shall be the responsibility of the Owner of the Unit to which said Limited Common Elements are assigned, except the cost of repair and replacement of decks, patios, and walkways shall be treated as a common expense allocated to all Owners based on their percentage of ownership interest. All maintenance performed in or about a Unit shall be performed to a professional standard, in accordance with specifications and procedures established by the Village Board.

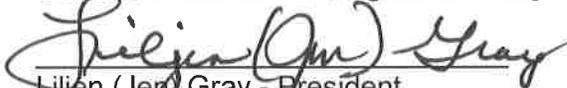
**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RESIDENT MAINTENANCE RESPONSIBILITY POLICY

- B. The Board resolves that the following Resident Maintenance Responsibility Chart for Units within Providence Point be, and hereby is, adopted.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF RESIDENT MAINTENANCE RESPONSIBILITY POLICY.

ADOPTED ON: October 23, 2012 at a Regular Meeting of the Board.


Liljen (Jer) Gray - President

DATES AMENDED:

Amendment 1 July 12, 2016 at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RESIDENT MAINTENANCE RESPONSIBILITY POLICY

MAINTENANCE/ RESIDENT RESPONSIBILITY CHART

Each Owner is responsible for the maintenance, repair and replacement of all interior portions of the Unit except as otherwise set forth below or under or pursuant to the Declaration. As described in the Declaration, the Association is generally responsible for maintenance, repair and replacement of All Common Elements and all portions of Common Elements outside of the Units other than interiors of the Homes (as specified below). Notwithstanding the foregoing in the event of casualty, the Association shall repair and replace all items covered by the Association's insurance (beyond the insurance deductible which is borne by the owner). Owners will be responsible for all claims resulting in water leaks from a source within or the responsibility of the owners unit fixtures as described below and pursuant to the declaration. Notwithstanding the foregoing, this Schedule is intended only as a summary and quick reference. In the event of any conflict between the items of this Schedule and other provisions of the Declaration, the terms of the Declaration shall control.

U = Umbrella Association								
V = Village Association								
O = Owner								
ITEM	IMPROVEMENTS	MAINTENANCE OBLIGATION AND RESPONSIBLE PARTY						
		Clean	Maintain	Repair	Replace	Paint	Re- surface	Re- pave
1	<u>The interior of the home</u> , including without limitation, and for the exclusive use of the unit as listed below:	O	O	O	O	O	If Applicable	N/A
1a	<u>Plumbing fixtures</u>	O	O	O	O	O	If Applicable	N/A
1b	<u>Plumbing supply lines</u>	O	O	O	O	O	If Applicable	N/A
1c	<u>Plumbing waste lines</u>	O	O	O	O	O	If Applicable	N/A
1d	<u>Gas Piping</u>	O	O	O	O	N/A	N/A	N/A

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RESIDENT MAINTENANCE RESPONSIBILITY POLICY

		Clean	Maintain	Repair	Replace	Paint	Re-surface	Re-pave
1e	<u>Chutes and Flues</u>	○	○	○	○	○	○	N/A
1f	<u>Ducts</u>	○	○	○	○	○	○	N/A
1g	<u>Wires, Conduits, Electrical Panels</u>	○	○	○	○	○	N/A	N/A
1h	<u>Any other fixture(s), plumbing lines, gas lines, wires, conduit, etc... - utilized for the exclusive use of the unit</u> whether located inside or outside the unit boundaries or any portion thereof serving only that unit as a limited common element.	○	○	○	○	○	○	N/A
1i	<u>Unit Shut-Off Valve (USV)</u> Shuts off water to unit	V	V	V	V	N/A	N/A	N/A
1j	<u>Hose Bibs (Faucet) located on the exterior wall of unit</u> - NOTE: Village will replace or repair; however, if damage is caused by Owner by failure to maintain, the Owner will be held responsible for costs.	○	○	V	V	N/A	N/A	N/A
1k	<u>All appliances, cabinets</u>	○	○	○	○	○	If Applicable	N/A
1l	<u>All other items within the residential unit</u> whether free standing or built in, including private elevators	○	○	○	○	○	If Applicable	N/A
2	<u>Utility facilities (i.e. furnace, washer and dryer, etc...) / Hose Bibs and other equipment which exclusively service the Home</u> , whether located in the home, in the walls of the Home, exterior portions of the Unit or the Common Area.	○	○	○	○	N/A	N/A	N/A

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RESIDENT MAINTENANCE RESPONSIBILITY POLICY

		Clean	Maintain	Repair	Replace	Paint	Re-surface	Re-pave
3a	Windows - glass, screens, operating hardware.	O	O	O	O	N/A	N/A	N/A
3b	Windows - Fixed portions of the window where the window integrates with wall and siding.	V	V	V	V	N/A	N/A	N/A
4	Exterior Doors - Main Entry/ Pedestrian/ Garage (drive through)/ Sliding/ Garage (pedestrian) entry from exterior/ Storage (Not including hardware)	O	O	V	V	V = Exterior ONLY	N/A	N/A
5	Doors (Interior) - Garage (pedestrian) door that enters from garage into unit and all other interior doors of unit.	O	O	O	O	O	N/A	N/A
6	Exterior Door Hardware - Pedestrian, Deck, Garage (Automated Opener, locks, levers, keys, emergency releases, hinges, etc...)	O	O	O	O	N/A	N/A	N/A
7	Sidewalks/ Walkways - to Unit entries	O	O	V	V	V	N/A	N/A
8	Unit Balcony, Decks, Patios, Walkways	O	O	V	V	V	V	V
9	Unit Driveways and parking areas	U	U	U	U	U	U	U
9A	Designated streets and adjoining sidewalks – Examples: Providence Point Drive or 224th LN SE	U	U	U	U	U	U	U
10	Any Alteration Request filed to cover any unit owner improvements approved by the Village Association	O	O	O	O	O	N/A	N/A
11	Fencing (excluding any fencing installed by owner which is owner's responsibility.)	V	V	V	V	V	N/A	N/A
12	Exterior Fixtures including light fixtures, photocells and light bulbs NOT for the exclusive use of the unit	V	V	V	V	V	N/A	N/A

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

RESIDENT MAINTENANCE RESPONSIBILITY POLICY

		Clean	Maintain	Repair	Replace	Paint	Re-surface	Re-pave
13	Exterior Fixtures including light fixtures, and light bulbs FOR the exclusive use of the unit (or controlled by a light switch from unit)	O	O	O	O	O	N/A	N/A
14	Established system of foundation drainage located around the perimeter of the owner's units or buildings.	V	V	V	V	N/A	N/A	N/A
15	Exterior siding, roofing	V	V	V	V	V	N/A	N/A
16	Except as otherwise specifically set forth herein or in the body of the declaration, all common areas and exterior portions of the unit.	V	V	V	V	V	V	V
17	Landscaping both Common Areas and Limited Common Areas	U	U	U	U	U	U	U
18	Fire Systems - Residential Independent Smoke Detector (BATTERY OPERATED - Not wired to main system)	N/A	O	O	O	N/A	N/A	N/A
19	Fire Systems - Residential Smoke & Heat Detector (Wired to main system)	N/A	V	V	V	N/A	N/A	N/A
20	Fire Systems - Sprinkler Heads (If painted or damaged by owner - replacement cost becomes owners)	N/A	O	O	O	N/A	N/A	N/A
21	Fire Systems - Residential Fire Alarm Panel Batteries 12V (Medical Pull Systems)	N/A	V	V	V	N/A	N/A	N/A
22	Fire Systems - Commercial System tied to main building panels	N/A	V	V	V	N/A	N/A	N/A
23	Pest Control (Exterior)	U	U	N/A	N/A	N/A	N/A	N/A
24	Pest Control (Interior)	O	O	N/A	N/A	N/A	N/A	N/A

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

Safety Policies

AUTHORITY:

Declaration ARTICLE 7, Section 7.2 Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

PURPOSE:

To provide to the extent reasonably possible a safe environment for the use and enjoyment by residents of the Umbrella Property and the improvements thereon.

RESOLUTION:

The Board resolves that the following policies regarding safety be, and hereby are, adopted:

I. CONTRACTED SAFETY SERVICES

On-site Safety Services personnel shall act at all times in accordance with post orders agreed to between Providence Point Umbrella Association and the current safety services contractor.

II. INGRESS AND EGRESS CONTROL

A. All gates that provide ingress and egress to the Property shall be managed by the General Manager, subject to the direction of the Umbrella Board. The Umbrella Board shall, in exercising its authority, consider the community's competing needs for safety, convenience, and economy.

B. The policy for controlling ingress and egress at the gates shall provide for window decals, smart cards or other means of identifying and admitting the residents of Providence Point, and shall establish rules for the admission of non-residents having legitimate reasons to visit Providence Point.

C. Safety Officer is to ensure that visitors are authorized for entrance at the main gate of the property. All visitors must know name and address of resident they are visiting. The Officer will check the phone directory to make sure the resident exists and, if necessary, call the resident. The exception to this rule is if a visitor has Providence Point Management Office pre-approval; emergency vehicles (fire, police, aid car, etc.); regular daily delivery vehicles and/or other situations recorded in the daily pass down or memo binder.

D. Safety Officer will remind the driver of every non-resident vehicle to obey Providence Point stop signs and 20 mph speed limit.

E. All ingress and egress gates will be closed at dusk each day.

F. Residents must turn in Providence Point windshield decals and/or smart cards, to the Property Management Office when residents sell their cars or move from Providence Point.

G. Anytime a Safety Officer leaves the entry kiosk he/she must log in the time and destination, the reason for leaving, and the time of return.

H. Safety Officer must review report log of the Officer they are relieving.

III. OTHER SAFETY SERVICES DUTIES

A. Safety Services shall attempt to verify each emergency alarm before taking emergency action.

B. The Safety Officer will leave the gate to guide or follow emergency vehicles to the site of the emergency, and return to the gate as soon as possible after providing assistance.

C. Highway flares, a first aid kit, an automated external defibrillator (AED), and a fire extinguisher will be stored in the Safety Services vehicle.

D. If there is an after hours alarm system failure, residents shall call Safety Services at (425) 392-2592. If the Officer is not present to take the call, caller will leave a message for the Officer.

E. In the case of a resident lock-out, resident should call Safety Services at (425) 392-2592 to request assistance. When the Officer arrives on scene, resident must be prepared to identify themselves as the owner or tenant of the unit. Safety Officer will not be able to open the door of a resident who is not on the master key program.

F. In case of elevator malfunction only the Fire Department has authority to reset the elevators unless the Fire Department grants authority to the Safety Officer or Maintenance Staff.

G. When residents will be away for more than 72 hours, they are required to fill out a Vacation Notice with the Property Management Office. Safety Services will check these notices on file and will check these units to make sure the door is locked and windows shut. If Officer finds an unlocked door, they will lock it. Officer will enter unit checks in their daily log.

IV. RESIDENT AND BUILDING SAFETY

A. A fire watch is required by the Fire District. When a fire alarm is activated and the system cannot be reset, or the system is inoperative, a designated person is to watch the building to observe for any sign of fire in that building. This watch shall continue until the alarm is reset and functioning.

B. If criminal activity is observed in progress, residents should call 911. For other concerns of suspected or alleged criminal activity, residents should call Issaquah Police at 425-837-3200 directly and then report the call/incident to Safety Services.

C. Every resident will know the location of the water shut-off valve in his/her unit and how to shut off the water.

D. For a suspected gas leak, call Safety Services immediately.

E. Mid-rise buildings will have a water valve turning tool (aka "key") and instructions for its use placed in the dumpster area. If Safety Services does not respond immediately to a major building water leak, an owner or resident may use the tool to shut off building water.

F. Villages with mid-rise buildings shall ensure that evacuation plans are posted in these buildings.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF SAFETY POLICIES.

ADOPTED ON: April 11, 2017 at a Regular Meeting of the Board.


Liljen (Len) Gray - President

DATES AMENDED:

Amendment 1 _____ at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board.

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

EMERGENCY READINESS COMMITTEE

1. PURPOSE, RESPONSIBILITY, AND ACCOUNTABILITIES:

- 1.1. Ensure the development and maintenance of a Community Emergency Plan, Village Emergency Plans and plans for individual residents.
- 1.2. Monitor community's state of readiness for emergencies and major disasters.
- 1.3. Research, review and implement best practices for emergency and major disaster preparation.

2. MEMBERSHIP REQUIREMENTS:

- 2.1 The Committee shall be comprised of at least eight (8) persons including a representative from each village and persons with relevant expertise. Village representatives' main function is to provide the communication link from the Committee to the villages. Representatives may or may not be persons with relevant expertise. Village representatives must be nominated by their village president; all other interested persons may be nominated by the Committee Chairperson. All members must be approved by the Chairperson and the Board.
- 2.2 The members and Chairpersons shall serve a term of two years and may be reappointed.
 - 2.2.1 Chairperson. The Umbrella Association President shall nominate a Committee Chairperson. The Chairperson may vote on matters before the committee.

The Chairperson shall:

 - 2.2.1.1 Coordinate and supervise Committee activities and meetings to assure the Committee's responsibilities are met.
 - 2.2.1.2 Prepare and present to the Board all Committee reports every other month or as deemed necessary or as requested by the Board.
 - 2.2.1.3 Act as spokesperson for the Association on emergency preparedness/disaster preparation issues when so designated by the President or the Board.
 - 2.2.2 Voting Members: Committee members shall include persons with relevant experience or expertise such as a Community Emergency Response Team member, EMT/paramedics; persons with organizational skills; persons with technical communications skills; HAM operators; generator operators; nurses/physicians/other health care professionals; police and firefighters; and others with a strong interest in emergency readiness.
 - 2.2.3 Non-Voting members. The Committee shall have three (3) non-voting members: Secretary; PMO representative; and Umbrella Board liaison.

3. METHOD OF OPERATION:

The Committee shall meet at least every other month.

Under the direction of the Committee Chair, the Committee shall:

- 3.1 Review the Community Emergency Plan to ensure that it is concise, complete and uses current best practices and technology.
- 3.2 Assist Villages as needed with review of their Village Emergency Plans.
- 3.3 Assist Village representatives as they coordinate with Villages to ensure implementation of Village Emergency plans consistent with Umbrella Policy Resolution Emergency Management Plan. Village plans must also include: individual resident's emergency kits; "pink sheets" (Senior Alert Protection Program) and current emergency contact information.
- 3.4 Conduct community-wide communication drills with radios at least twice a year and coordinate participation in drills conducted by emergency management entities in the surrounding area. Assess outcomes after each drill and make needed corrections.
- 3.5 The Facilities Manager will maintain contact with surrounding emergency management entities such as Eastside Fire and Rescue, Issaquah, Sammamish, King County, Redmond, Bellevue, and Washington State Emergency Management. Committee members are not to contact these entities unless authorized by the Facilities Manager.
- 3.6 Ensure sufficient numbers of trained generator operators and HAM radio operators or alternate means of communication to the "outside world."
- 3.7 Ensure that Villages conduct Village fire/evacuation drills with radios at least twice a year in addition to community-wide drills. Observe Village drills where possible and assist Villages to assess outcomes after each drill and make needed corrections.
- 3.8 Research and evaluate current technologies related to communication for use in the community.
- 3.9 Educate residents on individual emergency/disaster preparation; maintain a collection of good resources on these subjects. Encourage resident participation in classes for first/aid, CPR, AED, CERT, etc.
- 3.10 Appoint a subcommittee and chairperson for all CERTS in the community and appoint other subcommittees as needed such as technical, medical, etc.
- 3.11 Provide information to residents about upcoming certification classes for Community Emergency Response Team.
- 3.12 Coordinate with Property Management Office to create and maintain a master list of

residents with emergency/disaster skills and a list of the location of emergency/disaster resources.

- 3.13 Strengthen the building/floor captain system where needed to facilitate operation of communication trees.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

UMBRELLA ASSOCIATION SERVICE CHARGES

AUTHORITY:

- A. Article 7, Authority of the Umbrella Board, Section 7.2, Adoption of Rules and Regulations, provides in applicable part that, "The Umbrella Board is empowered to adopt, amend, and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners," and "...the rules and regulations shall be binding upon all Owners and occupants..."
- B. And pursuant to Article 7, Authority of the Umbrella Board, Section 7.1.10, "Impose and collect any payments, fees, or charges for the use, rental, or operation of the Common Elements and Facilities, and for services provided to Unit Owners or to individual Villages;"
- C. And pursuant to Article 8, Budget and Assessments for Umbrella Expenses, Section 8.1, Fiscal Year, Preparation of Budget and Section 8.1.1 which states "Expenses of administration, maintenance, operation, repair or replacement of the Umbrella Property and improvements, including security guards and other employees" and grants the Umbrella Board authority to establish a budget to cover operations....

PURPOSE:

In order for the Property Management Office to have the authority to collect reimbursement costs of labor, overhead, and materials on behalf of the Providence Point Umbrella Association.

RESOLUTION:

- A. The Providence Point Umbrella Association (PPUA) via the Property Management Office (PMO) is hereby authorized to collect reimbursement costs of labor, overhead, and material costs from each Village Association or individual owner for maintenance, repair or inspection activity as an invoice or assessment for items or activity a Village Association or individual owner is responsible for per the Village Declaration or other governing documents and/or Umbrella Board Policy Resolution No. 23, Resident Maintenance Responsibility Policy.
- B. Each Village Association and individual owner/resident approves any work in advance in writing unless it is an emergency (such as water loss) or life safety issue. Typically, PMO does not perform any work for an individual owner or resident inside their home unless it is an emergency or life safety issue.

And, each Village Association or individual owner(s) will have up to 30 days to make payment to the PPUA,

And, an hourly rate of payment for services by PMO will be established by the Umbrella Board of Directors as part of the budget approval process annually. The minimum charge is per half hour, except in an overtime situation.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

UMBRELLA ASSOCIATION SERVICE CHARGES

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF UMBRELLA ASSOCIATION SERVICE CHARGES POLICY.

ADOPTED ON: September 27, 2016 at a Regular Meeting of the Board.


Lijah (Jon) Gray - President

DATES AMENDED:

Amendment 1 _____ at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

UMBRELLA ASSOCIATION MOVE-IN FEE

PURPOSE:

WHEREAS, The Umbrella Board of Directors deems it necessary and desirable to establish a policy that establishes a move-in fee assessed to new purchasers of condominium units within the community,

... and said move-in fee will assist in offsetting labor and other costs in the administration of a new buyer.

AUTHORITY:

- 1.1. Section 7.1 of the Umbrella Declaration states that: Powers of Umbrella Association. Except as limited elsewhere by this Declaration, the Umbrella Association, acting through its Board of Directors shall have the power to: 7.1.1 Adopt and amend bylaws, rules, and regulations; and
- 1.2. Section 7.2 of the Umbrella Declaration states that: Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Residents.

RESOLUTION:

THEREFORE, The Umbrella Board of Directors hereby resolve,

- 2.1 Effective July 1, 2016, each new buyer of a condominium unit will pay a \$500.00 move-in fee to offset administrative costs.
- 2.2 The \$500.00 move-in fee will be collected at the time of escrow.
- 2.3 This policy is not applicable to existing owners who are moving from one address to another within Providence Point, and the period of time between the closing dates of the sale and the purchase is six (6) months or less.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF UMBRELLA ASSOCIATION MOVE-IN FEE POLICY.

ADOPTED ON: June 14, 2016 at a Regular Meeting of the Board.

DATES AMENDED:

Amendment 1: September 26, 2017 at a Regular Meeting of the Board

Amendment 2: October 24, 2017 at a Regular Meeting of the Board


Liljen (Jen) Gray - President

REVOKED: _____ at a Regular Meeting of the Board.

**The Providence Point Umbrella Association
Policy Resolution**

**VEHICLE POLICIES
(Vehicle parking and use on Umbrella Property)**

AUTHORITY:

The following Articles are part of the Umbrella Association Declaration.

- A. Article 7, Authority of the Umbrella Board, Section 7.2, Adoption of Rules and Regulations of the Declaration provides in applicable part that, "The Umbrella Board is empowered to adopt, amend, and revoke..... detailed administrative rules and regulations necessary or convenient.....to promote the comfortable use and enjoyment of the Entire Property by Owners."
- B. Article 4, Section 4.3, Roadway Use and Restrictions of the Umbrella Declaration sets forth certain requirements and restrictions regarding the parking and use of vehicles upon the Property and subjects parking and use of vehicles to rules promulgated by the Board.
- C. Article 15, Easements and Reservations of the Umbrella Declaration allows for easements and reservations for the benefit of the present and future owners of all or any part of the Umbrella Property and Village Property.

The Umbrella Association Rules and Regulations, 6. Parking, RVs and Speed Limit, refers to the Vehicle Parking Policy.

Each of the seven Village Declarations in Article 9, sections 9.1 to 9.4, Parking Spaces define use and restrictions regarding parking.

PURPOSE:

In order to assure equitable parking arrangements as well as safe and attractive parking spaces, the Board deems it necessary and desirable to establish policies regulating the parking and use of vehicles upon the Property.

RESOLUTIONS:

I. PARKING RIGHTS

- 1. Parking Spaces. The Owner of each unit is entitled to the parking space(s) which are assigned to the unit in the deed and may lease the space to a tenant. If multiple people are living full time in a unit and there are more vehicles owned than assigned parking spaces, the owner will be responsible for finding their own parking. This may include leasing a space from another unit or finding parking outside of the community. The owner of a unit who has more deeded parking spaces than they need may lease the space to another resident. Parking spaces located around residential buildings are considered visitor parking, even though they may not be marked accordingly. Visitor parking is for short duration and is limited to quest parking only. The Umbrella Board will maintain authority over the parking spaces adjacent to the Common Buildings.

2. Approved Vehicles. Approved vehicles include only conventional cars and vans (up to 8 passengers), pick-up trucks (not more than ¾ ton), SUV's, motorcycles (including 2 and 3 wheel), and golf carts.
3. Recreational Vehicles. Recreational vehicles include travel trailers, motor. homes, 5th wheels, pop-up trailers, trailer-mounted watercraft, and pick-up mounted campers. These Vehicles may be parked on the Property for up to 72 consecutive hours to load and unload for trips. An approved tag issued by PMO must be displayed in the window with the effective date visible from outside the vehicle. Recreational Vehicle parking is limited to 2 non-consecutive 72 Hour periods in any month. Reasonable exceptions can be approved at PMO by the Operations Manager. RV parking will be in the Temporary Parking area across Providence Point Drive from the North Community Building or in the overflow parking for the South Community Building.
4. Visiting Vehicles. Guests of residents shall be responsive to the same regulations as written in B & C above. Visiting drivers of vehicles attending other functions or facilities on Umbrella property shall respect all restricting signs or be subject to removal.

II. VEHICLE REQUIREMENTS

1. All resident vehicles shall display current licenses and other required permits or decals and shall be maintained in proper operating condition so as not to be a hazard or nuisance due to noise, exhaust emissions, or appearance.
2. Resident vehicles maintained on the grounds or parked in other spaces managed by the Board shall have Providence Point windshield decals affixed to them. In no case shall a second decal be given if any of the following applies:
 - a. The deeded parking space is not occupied by one of the two vehicles.
 - b. The deeded parking space is rented out or used for storage.
3. Electronic Entry Devices. Residents may purchase an electronic device to open closed gates. Devices will only be provided to approved vehicles that have been registered with the Property Management Office, up to two (2) devices. Guests and relatives may not have electronic devices for gate entry. Owners of golf carts may not request an electronic entry device for the vehicle.

III. PARKING SPACE IDENTIFICATION

The Property Management Office personnel may, by action of the Board, number or letter parking spaces in any manner from time to time, for ease of identification. No other party may place, paint, display, or erect signs, initials, numbers, letters or otherwise alter or add to parking spaces under any circumstances.

IV. SPEED LIMIT

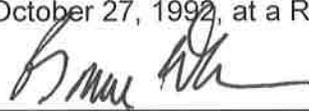
The posted speed limit within Providence Point is 20 miles per hour (mph). All residents, guests, contractors, and employees are expected to follow the speed limit at all times while on the property.

V. ENFORCEMENT

1. The Board, or its designee, may have any vehicle that does not comply with this resolution removed from the Property upon 72 hours' notice to the owner or user of the vehicle, if the location of the owner or user is known, or in any other case by a 72 hours' notice affixed to the vehicle.
2. Village boards will retain ultimate responsibility for the individual Village parking policies. In the event residents refuse to comply with Village parking policy the Village may request the support of PMO in enforcement actions under the Fine and Enforcement Policy Resolution, Section 25.3 Delegation to Umbrella Association of Specified Authority.
3. The Village will submit a Report of Rule Violation Form, and request that PMO proceed to administer the Penalties and Fines process provided under Resolution Section A.1 of the Fines and Enforcement Policy Resolution.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF VEHICLE POLICIES.

ADOPTED ON: October 27, 1992, at a Regular Meeting of the Board



Bruce Eder, President

DATES AMENDED:

Amendment 1: November 23, 2003 at a Regular Meeting of the Board
May 28, 2013 at a Regular Meeting of the Board.
April 22, 2014 at a Regular Meeting of the Board
December 11, 2018 at a Regular Meeting of the Board

REVOKED: _____ at a Regular Meeting of the Board

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FINE AND ENFORCEMENT

AUTHORITY:

A. Article 7, Authority of the Umbrella Board,

Section 7.1, Powers of Umbrella Association. Except as limited elsewhere by this Declaration, the Umbrella Association, acting through its Board of Directors shall have the power to:

Section 7.2, Adoption of Rules and Regulations of the Umbrella Declaration provides in applicable part that, "The Umbrella Board is empowered to adopt, amend, and revoke...detailed administrative rules and regulations necessary or convenient...to promote the comfortable use and enjoyment of the Entire Property by Owners," and "...the rules and regulations shall be binding upon all Owners and occupants...;"

Section 7.3, Enforcement of Umbrella Declaration, states "The Umbrella Board shall have the power and the duty to enforce the provisions of this Umbrella Declaration, the Umbrella Articles of Incorporation, the Umbrella Bylaws, and the rules and regulations of the Umbrella Association for the benefit of the Owners. The failure of any Owner to comply with the provisions of this Umbrella Declaration, the Umbrella Articles of Incorporation, the Umbrella Bylaws, or the rules and regulations of the Umbrella Association will give rise to a cause of action in the Umbrella Association (acting through the Umbrella Board) and any aggrieved Owner for recovery of damages, or injunctive relief, or both. If a legal action is brought to interpret or enforce compliance with the provisions of this Umbrella Declaration, the Umbrella Articles of Incorporation, the Umbrella Bylaws, or the rules or regulations of the Umbrella Association, the prevailing party shall be entitled to judgment against the other party for its reasonable expenses, court costs, and attorneys' fees in the amount awarded by the Court."

Section 7.1.11 "Impose and collect charges for late payment of Assessments pursuant to RCW 64.34.364(13) and, after notice and an opportunity to be heard by the Board of Directors or by such representative designated by the Board of Directors and in accordance with such procedures as provided in the Declaration or bylaws or rules and regulations adopted by the Board of Directors, levy reasonable fines in accordance with a previously established schedule thereof adopted by the Board of Directors and furnished to the Owners for violations of the Declaration, bylaws, and rules and regulations of the association;"

B. Article 15.2, Enforcement of the Declaration, of the various Village Declarations state "The Village Board shall have the power and the duty to enforce the provisions of...{the} Declaration, the Articles of Incorporation, the Bylaws, and the rules and regulations of the Village Association for the benefit of the Village Association. This power and duty may be assigned by the Village Board to the Umbrella Association or to the Managing Agent. The failure of any Owner to comply with the provisions of this Declaration, the Articles of Incorporation, the Bylaws, or the rules and regulations of the Village Association will give rise to a cause of action in the Village Association (acting through the Village Board) and any aggrieved Unit Owner for recovery of damages, or injunctive

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FINE AND ENFORCEMENT

relief, or both. If a legal action is brought to interpret or enforce compliance with the provisions of this Declaration, the Articles of Incorporation, the Bylaws, or the rules or regulations of the Village Association, the prevailing party shall be entitled to judgment against the other party for its reasonable expenses, court costs, and attorney's fees."

Section 25.3 Delegation to Umbrella Association of Specified Authority, of the various Village Declarations state "The delegation of authority to the Umbrella Association, or pursuant to Section 15.4 (Managing Agent), shall include all powers and duties of the Village Association and the Village Board which are incidental to, or necessary or convenient with regard to, the powers so delegated. The Umbrella Association or the Umbrella Board alone, and not this Village Association or the Village Board of this Village Association, shall exercise such powers or undertake such duties except insofar as the Umbrella Board or the Umbrella Association from time to time declines to exercise the powers and rights delegated to either of them by this Declaration. The following powers are delegated to the Umbrella Board:

25.3.7 Impose and collect charges for late payment of Assessments pursuant to RCW 64.34.364(13) and, after notice and an opportunity to be heard by the Board of Directors or by such representative designated by the Board of Directors and in accordance with such procedures as provided in the Declaration or Bylaws or rules and regulations adopted by the Board of Directors, levy reasonable fines in accordance with a previously established schedule thereof adopted by the Board of Directors and furnished to the Owners for violations of the Declaration, Bylaws, and rules and regulations of the Association, except that the Village shall also have this power as relates to the Buildings and Common Elements within the Village Condominium..."

PURPOSE:

In order to assure the fair and equitable administration of the Umbrella and the various Village Declarations, Articles of Incorporations, the Umbrella and various Village Bylaws, and the rules and regulations of the Umbrella Association and the various Village Associations, the Board finds it necessary to implement a fine schedule and enforcement system which complies with all due process requirements.

RESOLUTION:

- A. The Board resolves that the following policies and procedures regarding violations of the Association(s) governing documents be, and hereby are, adopted:
1. Penalties and Fines:
 - a) A Unit Owner shall be penalized for a violation of the Association's governing documents. The penalties shall be assessed against the Unit, and the Owner of the Unit, and shall be collected as delinquent assessments.

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

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- b) Any violation by any Owner, resident, occupant, tenant, animal and/or guest of a Unit shall be treated as a violation by the entire ownership of the Unit and any penalty resulting from said violation(s) shall apply against the Unit Owner.
- c) Failure of the Association to take action on any violation(s) shall not constitute a waiver on the part of the Association to take action for such violations or future similar violations as the Board deems appropriate.
- d) In order to regulate the number of rules and regulations violations, the Board has instituted a fine schedule for repeat violations. Except as otherwise provided in these rules and regulations, the following actions will be taken in the event of violations of these rules and regulations, the Declaration(s), or the Bylaws:

First Violation: A warning letter will be sent to the Owner except as otherwise noted in these rules. The warning letter will state the required measures to be taken by the Owner in order to comply with the violated rule(s) and the date by which the measures must be completed in order to avoid a fine.

Second Violation: If the Owner does not comply with the violated rule(s) by the deadline given in the first violation notice, a second letter shall be mailed to the Owner, giving the Owner an opportunity to contest the violation. The letter will again state the required measures to be taken by the Owner in order to comply with the violated rule(s) and the date by which the measures must be completed in order to avoid additional fines.

Fine: If the Owner does not correct the violation or contest the fine by the deadline given in the second violation notice, a \$75.00 fine shall be assessed against the unit.

Third Violation: If the first two warnings and initial fine are ignored, subsequent \$150.00 fines will be levied upon the Owner until the Owner corrects the violation and complies with all Association governing documents.

Subsequent Violations: Continued violations will be subject to escalating fines and/or legal action against the Owner, as determined by the Board in its discretion.

- e) If the fine is not paid with the regular monthly assessments, it will be dealt with in the same manner as delinquent assessments and will be subject to all of the same collection remedies detailed in the Declaration, Bylaws, rules and regulations, and/or collection policy.
- f) Owners receiving warning notices may respond in writing to the Property Management Office. The Board will consider the responses and justifications of the offending Owner before taking subsequent action.

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

FINE AND ENFORCEMENT

2. Due Process / Appeal Procedure

The following procedures allow members of the Association and the Board to review issues and evidence of a challenged violation(s) and to consider appropriate action(s), if any.

- a) If any Owner feels that the enforcement for any rules violation has been issued in error, he/she has the right to be “heard” before a panel of his/her peers (Hearing Panel).
- b) To obtain a hearing, the Owner shall request a hearing from the Board, in writing, within ten (10) days of his/her notice of rules violation(s).
- c) The Community Manager for the Association will respond to the hearing request within thirty (30) days following receipt of the written request. If any party desires to reschedule the hearing, the other party(s) shall be notified at least ten (10) days prior to the scheduled date of the hearing.
- d) The Hearing Panel will consist of three (3) homeowners, one of whom shall be a Board Member and the other two may be Board Members. By majority vote, the Board shall appoint all three (3) Hearing Panel members. None of the Hearing Panel members shall be a party to the complaint. The hearing participants will consist of:
 - i. The Hearing Panel members;
 - ii. The party(s) bringing the complaint (this party shall be an Owner, and may be a Board member);
 - iii. The party(s) requesting the hearing (this party shall be an Owner);
 - iv. Witnesses, if not included in above; and
 - v. Any and all other Owners that have or may have an interest or concern.
- e) The hearing will be informal with a Hearing Panel member acting as Chair. All sides will present evidence, witnesses and testimony regarding the validity, non-validity or other issues relevant to the complaint. The time allowed for such evidence, witnesses and testimony may be limited by the Hearing Panel. Minutes of the hearing will be kept by the panel or person designated by the panel. All evidence presented at the hearing shall become the property of the Association.
- f) If a hearing is requested and any of the parties fail to appear at the hearing, the hearing panel will base their findings on information presented at the hearing.
- g) Within five (5) working days of the hearing, the Hearing Panel shall prepare written findings and recommendations to the Board of Directors. At the next

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

FINE AND ENFORCEMENT

regular Board Meeting, or Special Meeting called for the purpose, the Board of Directors will consider the finding and recommendations and accept, reject, or modify the recommendations or take other appropriate action. Any party has a right to appeal the hearing panel finding and recommendations (within ten (10) days of the filing of the findings and recommendations) by repeating the due process procedure. Except that no new hearing shall be held in the event the party requesting the re-hearing failed to appear at the original hearing.

- h) The Board of Directors may decline the second hearing if it determines that there is no pertinent new information to be considered.
 - i) Nothing contained herein shall prevent the Association from taking any action to recover the cost of damages or injunctive relief, or both. Furthermore, the failure of the Association to take action on any infraction(s) or violation(s) shall not constitute a waiver on the part of the Association to take action for such violations, as it deems appropriate. In the event the Association does commence a lawsuit or undertake other legal action, it shall receive from the Owner reasonable attorney fees, expenses, and costs incurred for such action as provided by law.
 - j) It is highly recommended that parties resort to mediation before any lawsuit is undertaken.
- B. The Board resolves that the following forms regarding violation(s) of the Declarations, Articles of Incorporation, Bylaws, and rules and regulations within Providence Point be, and hereby are, adopted.

ADOPTED: November 27, 2012 at the Regular Meeting of the Umbrella Association Board of Directors.

Robert Sansing
Robert Sansing – President

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FINE AND ENFORCEMENT

PROVIDENCE POINT

REPORT OF RULE VIOLATION

This form is to be used by residents of the Property Management Office who will note specific violations of the Association's governing documents.

Date of Violation(s): _____

Time of Violation(s): _____

Brief Facts of Violation(s) and Specific Rule(s) Violated:

Name of Resident(s) Causing Violation(s) and/or Address:

Additional Information:

Signature of Person submitting complaint:

Date: _____

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FINE AND ENFORCEMENT

PROVIDENCE POINT

FIRST NOTICE OF RULE VIOLATION

This notice is to inform you of a violation of the Association's governing documents.

Date: _____

Name of Owner: _____

Name of Resident (if different): _____

Address of Subject Property: _____

Mailing Address (if different): _____

Violation(s): _____

Provision(s) Violated: _____

If this is a continuing violation, please correct the violation by: _____

Please correct this/these violation(s) as soon as possible. This first notice serves as a warning, so that you will have an opportunity to correct the problem before further action is taken by the Board. A second or subsequent notice will be sent if the violation(s) continues or reoccurs, and fines will be imposed after the second notice unless the violation is contested. If the violation is contested, a hearing will be held and the Hearing Panel will make a recommendation to the Board regarding what action to take, including imposition of a fine based on the previously published schedule. Please fill out and return the attached form indicating your response to this rule violation.

Sincerely,

Name
Community Manager

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FINE AND ENFORCEMENT

PROVIDENCE POINT

RESPONSE TO NOTICE OF RULE VIOLATION

Date: _____

Name of Owner: _____

Name of Resident (if different): _____

Address of Subject Property: _____

Mailing Address (if different): _____

Violation(s): _____

Provision(s) Violated: _____

Please place an "X" on the line next to the appropriate response and provide any explanation that you feel is necessary.

_____ I/We admit that the above violation(s) occurred and I/We will correct the violation(s) by:

_____ I/We admit that the above violation(s) occurred, but for the following reasons, I/We should not be punished/fined for the violation(s):

_____ I/We contest the above violation(s), and I/We request a hearing before the Hearing Panel on this matter. I/We are available at the following dates/times: _____

Owner/Resident Signature: _____

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FINE AND ENFORCEMENT

PROVIDENCE POINT

SECOND NOTICE OF RULE VIOLATION

This notice is to inform you of a violation(s) of the Association's governing documents.

Date: _____

Name of Owner: _____

Name of Resident (if different): _____

Address of Subject Property: _____

Mailing Address (if different): _____

Violation(s): _____

Provision(s) Violated: _____

Fine Amount: _____

On _____ (date), you received a First Notice of Rule Violation, which stated that further action might be brought against you if there were subsequent violation(s) of the rules and regulations of the Association. Since that notice, the violation has continued or reoccurred, as detailed above.

You have the opportunity to contest this violation in writing and/or request a hearing on the matter. If you wish to contest the fine, you may request a hearing by submitting the attached form to the Board of Directors before _____ **(date fines will begin, ten (10) days from this notice)**.

If you do not contest the violation(s) or request a hearing, a fine of \$_____, based on the previously published schedule, will be assessed on _____ (date), ten (10) days from the date of this notice.

Sincerely,

Name
Community Manager

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FINE AND ENFORCEMENT

**PROVIDENCE POINT
NOTICE OF HEARING FOR RULE VIOLATION(S)**

Date: _____

Name of Owner: _____

Name of Resident (if different): _____

Address of Subject Property: _____

Mailing Address (if different): _____

Violation(s): _____

Provision(s) Violated: _____

The Board of Directors of the _____ (Name) Association has received your request for a hearing on the above violation, cited on _____ (date of first notice and date of second notice). A hearing will be conducted before the Hearing Panel on:

Day
Date
Time
Location of Meeting

At the hearing, each party is entitled to introduce evidence, witnesses and testimony in support of their position and rebut the opposing party's position. The Hearing Panel may call additional witnesses or secure tangible evidence.

If any of the parties can show good cause as to why they cannot attend the hearing on the above date, they must submit a written request to the Board of Directors at least ten (10) days prior to the scheduled hearing date. Failure to appear or reschedule the hearing will result in the imposition of the fine by default.

The Hearing Panel will review all testimony represented, vote on whether it feels a violation occurred, and make a recommendation to the Board regarding whether to assess a fine or charge if warranted, based on the previously published schedule. You will be notified in writing of the decision. If you have any questions, please immediately contact the Property Management Office.

Sincerely,

Name
Community Manager

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

FINE AND ENFORCEMENT

**PROVIDENCE POINT
DETERMINATION BY THE BOARD FOLLOWING HEARING**

Date: _____

Name of Owner: _____

Name of Resident (if different): _____

Address of Subject Property: _____

Mailing Address (if different): _____

Violation(s): _____

Provision(s) Violated: _____

You were notified on _____ (date of first notice) and _____ (date of second notice) that a violation(s) of the Association's rules and regulations occurred.

A hearing was held on (day, date, time) to address the contested violation. After that hearing, the Board made the following decision:

_____ No violation occurred, and no fine will be imposed.

_____ A violation occurred, but because of mitigating circumstances a fine will not be imposed at this time. **Please be aware that if a violation occurs in the future, the Board may reach a different decision regarding imposition of a fine at that time.**

_____ A violation occurred, and a fine of \$_____ per (day/week/month) will be assessed to you for the violation beginning _____ (date), based on the previously published schedule. The fine(s) will appear on your next monthly assessment statement. Failure to correct any infraction will result in further penalties as described in the Association's Fine Policy.

If you wish to submit this assessment to the appeal process, please indicate so to the Board of Directors within fifteen (15) calendar days of the date of this notification.

Sincerely,

Name
Community Manager

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

GOVERNMENT AFFAIRS COMMITTEE

1. PURPOSE, RESPONSIBILITY, AND ACCOUNTABILITIES:

- 1.1. For the benefit of the Association, its owners, its residents, and its property, the Board deems it desirable that Providence Point be known as a civic minded community. It wishes to encourage our residents to take an interest in government activities that will help preserve and enhance a positive community environment. This Attachment establishes a Standing Committee, reporting to the Board in accordance with AR 5, and to be known as the Government Affairs Committee.

2. MEMBERSHIP REQUIREMENTS:

- 2.1. The Committee shall have no less than three members. Each member must be approved by the Chairperson and the Board.

- 2.2. The members shall serve a term of three years and may be reappointed.

- 2.2.1. Chairperson. The Association President shall nominate a Committee Chairperson, to be approved by the Board. The Chairperson shall be a voting member of the Committee, shall serve a term of three years, and may be reappointed. The Chairperson shall:

- 2.2.1.1. Coordinate and supervise the Committee activities and meetings to assure the Committee's responsibilities are met.

- 2.2.1.2. Prepare and present to the Board all Committee reports, quarterly or as deemed necessary, or as requested by the Board.

- 2.2.1.3. Act as spokesperson for the Association when so designated by the President or the Board.

- 2.2.2. Recorder. A Recorder shall be appointed by the Committee Chairperson. The Recorder shall maintain written minutes of the Committee meetings, and will assist the Chairperson in preparing reports to the Board.

3. METHOD OF OPERATION:

The Board resolves that a standing Government Affairs Committee shall be formed as follows, to perform the functions set forth below.

- 3.1. Responsibilities. The Committee shall be responsible for the following functions, and such other functions as may from time to time be assigned to the Committee by the Board.
- 3.2. Identify government actions, plans, and issues that should be of concern to the Association and its residents. Assist in the dissemination of pertinent factual information.
- 3.3. Identify Providence Point needs that warrant government attention. Consult the Villages in this process. Suggest priorities.
- 3.4. Formulate and recommend civic positions that are deemed in the overall best interests of the Association and residents.
- 3.5. Suggest ways and means of pursuing those positions that are Board approved.
- 3.6. Assist the Board and Property Management in arranging contacts with government personnel and agencies such as the City Council and City departments. Assist in enlisting resident participants.
- 3.7. Identify opportunities for Providence Point residents to serve on local government Boards and Commissions. Encourage resident participation.

4. FREQUENCY OF MEETINGS:

- 4.1. Regular meetings shall be held at least quarterly, or more often as necessary, to carry out the Committee responsibilities in a timely manner.
- 4.2. Special meetings may be called at any time by the Chairperson, or by written request of any two members.
- 4.3. The Committee may from time to time hold a town meeting where residents may speak to the Committee.

5. QUORUM

- 5.1. A majority of the voting members shall constitute a quorum.

6. REQUIREMENTS FOR REPORTING TO THE UMBRELLA BOARD:

- 6.1. The Committee shall report directly to the Umbrella Board.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

INSURANCE COMMITTEE

1. PURPOSE, RESPONSIBILITY, AND ACCOUNTABILITIES:

1.1. The mission of the Insurance Standing Committee is to review the Providence Point Umbrella Association Property Insurance policies and coverages in accordance with the requirements of RCW 64.24 and the Declaration of the Umbrella Association and each Village Association. The committee is to make recommendations to the Umbrella Association Board of Directors.

2. MEMBERSHIP REQUIREMENTS:

2.1. The membership makeup of the Committee will comprise of interested and qualified residents approved by the chair.

2.2. The chair of the committee will recommend members to the Umbrella Board for their approval.

3. FREQUENCY OF MEETINGS:

3.1 The committee will meet at least quarterly. At or around budget season the committee will meet "as needed" to prepare annual policy recommendations to the Umbrella Association Board of Directors.

4. REQUIREMENTS FOR REPORTING TO THE UMBRELLA BOARD:

4.1. The chair of the committee is responsible for recommending insurance programs to the Umbrella Board.

4.2. The committee will determine and monitor replacement values, perform bid administration of annual policy renewals and provide assistance in communication/education programs for owners.

5. FUNDS

5.1 The Insurance Committee does not have any authority to purchase policies or approve insurance policies. The committee has no funds. The committee may request funds for projects to the Umbrella President or Community Manager that may be available in the approved Umbrella Budget.

**THE PROVIDENCE POINT UMBRELLA ASSOCIATION
POLICY RESOLUTION**

PEA PATCH COMMITTEE

1. PURPOSE, RESPONSIBILITY, AND ACCOUNTABILITIES:

1.1 The Pea Patch is an amenity of Providence Point where residents can enjoy a gardening experience. The Pea Patch Committee is formed in order to provide fair and equitable benefits to all gardeners who lease a patch and to provide oversight of the facility.

1.2. On March 23, 2021 the Providence Point Umbrella Board granted the Pea Patch Authority responsibility for designing, planting/transplanting, weeding and pruning the planting beds surrounding the Pea Patch along the Fire Lane at the East Entrance to the Pea Patch, along the main walkway in the Pea Patch, along the sidewalk to the outdoor restroom of the North Community Building and the planters near the gazebo. This responsibility does not in any way relieve the contracted landscape management company from fulfilling other contracted duties with regard to Pea Patch maintenance.

2. MEMBERSHIP REQUIREMENTS:

2.1 A chairperson will be appointed by the Umbrella President, per Section IV, B of the Umbrella Policy Resolution Standing and Other Committees.

2.2. The Committee will be comprised of representative Pea Patch gardeners. Initially, there will be one representative from each village appointed by each village president. Once the yearly roster of Pea Patch renters is sent to the Chair by the Activities Office Manager, the Chair, in consultation with the initial committee members, will determine if another representative is needed to share the duties for a particular village. Each member has one vote.

2.3 Members of the Committee will serve a one-year term from February 1 of the current year through January 31 of the following year, and may be reappointed

2.4 A secretary will be elected from among Providence Point residents by a majority vote of the Committee at the initial meeting where four (4) members or more are present. The secretary is not a "member" of the Committee, unless the secretary is elected from among its members.

3. METHOD OF OPERATION:

3.1. The Committee will prepare written rules for residents using the Pea Patch and post the rules at the Pea Patch. A copy of the rules will be provided to each gardener at signup. Changes, additions, or deletions to the rules may be achieved by a simple majority vote of the members present at a meeting that has a quorum.

3.2 The Committee will perform periodic inspections of the Pea Patch.

3.3 The Committee will enforce the rules by informing gardeners who are in violation of the rules first verbally, then in writing. The Committee may recommend that the lease of a gardener who is in repeated violation be revoked.

3.4 The Committee may levy a fee for violation of the rules to a Pea Patch gardener. Gardeners may appeal a citation to the Umbrella Board.

3.5 The Committee may submit work orders to Property Management for repairs as needed.

4. PRIMARY RULES

4.1 Pea Patch season is from March 1 through November 30 annually.

4.2 An initial two (2) patches per condo unit may be leased during sign-up until all demand has subsided. Gardeners wanting more than two (2) patches may sign up on a waiting list in the Activities Office.

4.3 The following rules also appear on the contract which each gardener signs:

4.3.1. Gardeners will supply their own tools. Lime and compost will be provided.

4.3.2. No plants or supports should significantly shade or interfere with neighboring gardens or paths. Height shall not exceed five (5) feet.

4.3.3. Non-compostable materials shall be taken home for disposal in owner's trash containers.

4.3.4. These are organic gardens; no pesticides, herbicides, insecticides, or non-organic fertilizers are allowed in or around the Pea Patch area.

4.3.5. Weeds in and around garden plots must be controlled by each plot's gardener and not be allowed to go to seed.

4.3.6. Paths are to be kept clear of tools, garden debris, and hoses.

4.3.7. Produce must be harvested when it is ready and not be allowed to spoil. Excess produce should be shared.

4.3.8. In the event of a gardener's prolonged absence or disability, the gardener will relinquish his/her Pea Patch site or arrange for another person to maintain it for the remainder of that gardening season.

4.3.9 If a plot is neglected and not cleared of weeds by May 15th, the gardener will be contacted. If they cannot demonstrate that they will manage their plot appropriately, it will be reassigned for the remainder of the gardening season. If it is reassigned to a gardener on the Waiting List, the rental fee will be collected from the assignee and the original gardener's fee will be returned. If it is taken over by volunteers for the benefit of the Food Bank, the original gardener's fees will not be returned. The original renter will not forfeit their seniority for choosing a plot the following year.

4.3.10. Plots must be cleared no later than November 30th of every year, even if renewing. Winter vegetables and perennials may be retained if renewing is intended.

4.3.11. If a plot is neglected or not cleared on schedule, Property Management will clean up any debris. The cost will be assessed to the gardener or to the owner of his/her unit if the gardener is renting.

4.3.12. In order to maintain the integrity of the wood frames, no nails, screws or other fasteners that penetrate the wood frame are allowed.

5. ACCOUNTING OF MONIES

5.1 The Activities Office will coordinate the leasing of the patches.

5.2 All monies paid by gardeners for annual leases and any assessments are to be submitted by the gardener directly to the Activities Office. The employees of the Activities Office will record all monies and transfer them to the Finance Department for securing and accounting.

6. FREQUENCY OF MEETINGS:

6.1. The Committee will have an initial meeting in February each year after all members have been appointed to the Committee.

6.2 The Committee will meet on an as-needed basis to discuss matters relating to Pea Patch operations and administration. All meetings are open to all residents.

6.3 Except for the initial meeting, a majority of Committee members present at the meeting constitutes a quorum.

7. REQUIREMENTS FOR REPORTING TO THE UMBRELLA BOARD:

7.1. The Pea Patch Committee is a Standing Committee and will report to the Umbrella Board.

THE PROVIDENCE POINT UMBRELLA ASSOCIATION POLICY RESOLUTION

Standing and Other Committees

AUTHORITY:

Declaration, Article 7, Section 7.2, Adoption of Rules and Regulations. The Umbrella Board is empowered to adopt, amend, and revoke on behalf of the Umbrella Association detailed administrative rules and regulations necessary or convenient from time to time to insure compliance with the general guidelines of this Umbrella Declaration and to promote the comfortable use and enjoyment of the Entire Property by Owners. The rules and regulations of the Umbrella Association shall be binding upon all Owners and occupants and all other Persons claiming any interest in the Umbrella Property or a Village Property. The Umbrella Board shall operate, preserve, maintain, repair, replace and manage the Umbrella Association and the Umbrella Property in accordance with this Umbrella Declaration and shall have all of the powers, authority, duty and responsibilities set forth in this Umbrella Declaration, including, but not limited to, those requirements relating to rules and regulations, enforcement of this Umbrella Declaration, providing goods and services, obtaining a Managing Agent, protecting the Umbrella Property, audits, books and records, inspection of documents, reserve funds and annual reports.

Bylaws, Section 6.12, Committees. Standing committees may be appointed by the Umbrella Board and invested with reasonable powers as the Umbrella Board sees fit. Other committees, not having or exercising the authority of the Umbrella Association, may be appointed by the president or the Directors. The delegation of authority to a committee shall not relieve the Umbrella Board or any Umbrella Director of any responsibilities imposed by law.

PURPOSE:

To encourage and provide a system of participation by the owners in matters important to residents, in order to preserve and enhance a positive community environment.

RESOLUTION:

The Board resolves that the following policies related to committees be, and hereby are, adopted, as follows:

I. TYPES OF COMMITTEES

- A. Standing Committees: Standing Committees are specified by the Umbrella Board and remain in place until discontinued by action of the Umbrella Board. Membership, responsibilities and manner of operation are prescribed by Umbrella Board Resolution. The committees report to the Umbrella Board of Directors.
- B. Special (Ad-Hoc) Committees: Ad-Hoc Committees are by the President of the Umbrella Board for a specific purpose or task, report to the President and are dissolved by the President of the Umbrella Board when no longer required or at the President's discretion.

II. PURPOSE OF COMMITTEES

- A. Assist the Umbrella Board and Management in development of policies, programs, and enhancements that are required for the Board and Management to meet their responsibilities. Committees will gather information and present written reports and proposals to the Umbrella Board and Management that will facilitate the decision making process.
- B. Broaden the community's input on decisions by serving as a means of providing for a large number of residents to participate and gathering residents' opinions and attitudes.
- C. Assist the Umbrella Board and Management in accomplishing oversight of the implementation of Board policies, programs, and enhancements without engaging in any supervision and/or implementation activities that are the responsibility of Management.

III. ORGANIZATION OF STANDING AND OTHER COMMITTEES

- A. Creation. Standing Committees shall be identified by name on the attached Appendix 1 and further defined in Attachments forward. The Board may at any time by resolution add or eliminate a committee, and attachments shall be amended accordingly.
- B. Functions. Each Standing and Special Committee shall perform the following general functions.
 - 1. Assess conditions and needs associated with the committee's defined functions.
 - 2. Establish goals and objectives.
 - 3. Unless priorities are established by the Board, establishing priorities for committee and sub-committee activities.
 - 4. For any committee engaging in income producing activities or requiring funds to complete their mission, a written request shall be presented to the Board at a regular meeting. The request shall include the purpose of the request, rationale, timelines and funding requirements.
 - 5. Standing Committees shall have the specific definition and functions specified on the Appendix A. The Board may at any time by resolution change the functions of a committee, and that committee's attachment shall be amended accordingly. The definition will include:
 - a. Name of the Standing Committee
 - b. Mission or Purpose of the Committee
 - c. Membership makeup of the Committee
 - d. Method of Operation
 - e. Frequency of meetings
 - f. Makeup of governing board, if any
 - g. Requirements for reporting to the Umbrella Board

IV. MEMBERSHIP NOMINATION AND SELECTION

- A. Membership. Unless otherwise specified in the definition of a Standing Committee, Standing Committees consist of one representative from each of the seven villages. Certain Standing Committees, such as the Insurance Committee, shall consist of those specialists in the required function deemed necessary to accomplish the goals and purposes as defined by and approved by the Umbrella Board. No Standing Committee shall have less than two members.
- B. Nomination. The Presidents of the Villages will nominate members (and alternates, if appropriate) of each Standing Committee. The President or the Directors of the Umbrella Board shall appoint a resident as the chair or as a member of any Standing Committee.

The Chair of the committee shall be responsible for selecting from candidates to fill vacancies that occur from time to time on the committee and will recommend their selection to the Umbrella Board for its approval.

- C. Resignation. Any member may resign from committee membership at any time.
- D. Chair/Vice-Chair. Each calendar year, a Chair and a Vice-Chair (if appropriate, to act in the absence of the Chair) for each Committee shall be appointed by the Board, to serve for that year, from among committee members at the time of appointment (unless otherwise specified in the defining Attachment to this Resolution). The Chair and Vice-Chair shall have the following responsibilities:
 - 1. Coordinate and supervise the committee activities and meeting to assure that the committee's responsibilities are met.
 - 2. Provide committee reports to the Umbrella Board and Management on current task status, obstacles, accomplishments and any needs to achieve purposes and goals.
- E. Term Limits. Standing Committee Members and Chair and may be reappointed for an addition one year term.
- F. Removal/Vacancies. The Board may remove the any member of a Standing Committee or Ad Hoc Committee with or without cause at any time. Standing Committee vacancies created by removal or for any reason shall be filled by the President and approved by the Board for the unexpired term.
- G. Subcommittees. If the responsibilities of the committee so warrant, the Chair may create subcommittees to perform specific tasks or accomplish specific goals. Any such subcommittees shall act under the direction of, and within the scope of responsibilities of, the committee forming it.

V. MANNER OF OPERATION

- A. Regular Meetings. Regular meetings of each committee shall be held at least once per calendar year or more frequently defined in said committee description in order to carry out its assignments and responsibilities.
- B. Special Meetings. Special meetings may be called by the Chair or upon the written request of any two other committee members, at any time with at least two days' notice.
- C. Quorum. A majority of the members shall constitute a quorum for the purpose of conducting committee business.
- D. Attendance. Any member of a Standing or Special Committee that misses three consecutive meetings, whether excused or not, will be replaced by the Chair. Such replacement may be temporary at the discretion of the Chair.
- E. Subcommittees. Subcommittees shall meet when and as often as necessary to perform its assigned tasks and provide reports to the full committee.
- F. Recorder. The Chair will designate a recorder. The recorder shall be responsible to prepare and distribute written minutes of committee meetings, including decisions and actions, and to assisting the Chair in preparing the written committee report to the Board and to Management.
- G. Proposals to the Umbrella Board. The role of Standing and Special Committees is an advisory one. When a Committee recommends a new policy or policy revision, this recommendation should be reviewed by Management and conveyed to the Board President by the Committee Chair. The President of the Umbrella Board will determine the readiness of the proposal and when to add it to the Board agenda. Copies of written proposals are due to the Board distribution list seven calendar days prior to the Board meeting where the proposals are to be presented to the Board for its consideration. Committee proposals to the Board must provide all information necessary for the Board to make a decision. This shall include an analysis of any implementation

costs and potential cost savings and/or other benefits to the community. A recommended schedule and plan for accomplishment of the proposal should also be provided.

- H. Actions Limited. Each Special Ad Hoc Committee shall conduct its business in strict accordance with the Governing Documents and in the interest of the Association. The Committee may take no actions other than those that are consistent with this resolution or as may be authorized by the Board and reflected in the Board meeting minutes.
- I. Ethics & Conflict of Interest Policy. Each volunteer committee member must sign a written acknowledgement that indicates he/she has received a copy of said policy and are required to abide by it.
- J. Investigation. Umbrella Board of Directors is responsible to investigate possible violations of the Ethics and Conflict of Interest Policy and take appropriate enforcement action as necessary. Any person so investigated has the right to a hearing before the Board on the issue.
- K. Term of Service. Each volunteer term is for one calendar year unless otherwise stated in the description or charter of the standing committee. A volunteer committee member may serve in successive calendar years with annual Umbrella Board approval.

THIS POLICY RESOLUTION, SIGNED AND DATED BELOW, SUPERSEDES ANY PREVIOUS VERSIONS OF STANDING AND OTHER COMMITTEES POLICY.

ADOPTED ON: April 25, 2017, at a Regular Meeting of the Board



Sharon Bernhardt, Umbrella Board President

DATES AMENDED:

Amendment 1 May 25, 2021 at a Regular Meeting of the Board

REVOKED _____ at a Regular Meeting of the Board

APPENDIX to Standing and Other Committees Policy

Standing Committees
Budget and Finance
Digital Communications
Grounds
Emergency Readiness
Welcome
Pea Patch Authority
Government Affairs
Insurance
Umbrella Facilities
Strategic Planning and Development

Providence Point Umbrella Association Collection Policy

Prompt payment of Assessments by all Owners is critical to the financial health of the Association and to the preservation and enhancement of the property values of our homes. Your Board of Directors takes very seriously its obligations under the Association's governing documents and Washington State law to enforce the members' obligations to pay Assessments. The policies and practices in this Collection Policy supersede any existing policies and/or resolutions pertaining to collections, and shall remain in effect until the Board adopts an updated Collection Policy. All Association actions referenced in this policy may be taken by a Board member or by the Association's manager, if authorized by the Board.

1. Payment of Assessments. Regular and Special Assessments, late fees, interest charges, and collection costs, including attorneys' fees and management fees, are the personal obligation of the Owner of the Unit at the time the Assessment or other charge is due. It is the Owner's responsibility to pay each Assessment in full regardless of whether the Owner receives a payment statement or payment coupon. An Owner may not withhold Assessments owed to the Association on the alleged grounds that the Owner is entitled to recover money or damages from the Association for some other obligation.

2. Association Lien. Delinquent amounts automatically create a lien against the Unit even before the Association records a written lien. The Association has the right to record a lien against the Unit whenever the Owner's account is past due, and nothing in this Collection Policy shall limit or otherwise affect the Association's right to record a lien against the Unit to protect and provide public notice of the Association's interest in the Unit.

3. First Late Fee & Delinquency Notice. Regular Assessments are assessed against each Unit on the first (1st) of each month, and become due and payable immediately. All other Assessments, including Special Assessments, are due on the date specified by the Board. An account becomes delinquent when a monthly Assessment is not paid in full before the 15th of the month, and/or when a Special Assessment is not paid by its due date. A delinquent account will incur a late fee of \$75 on the date the account becomes delinquent.

The Association will send a notice to the Unit Owner once the account becomes delinquent, informing the Unit Owner of the status of that Owner's account, the late charge, and the steps the Association will take if the Owner does not immediately pay the full amount due. The notice should also contain the following statement: "Nonpayment of your Assessments may lead to a lawsuit to foreclose on the association's lien against your Unit. The homestead exemption under Chapter 6.13 of the Revised Code of Washington will not apply in an action to foreclose on an Association lien." The Association will also include in

the first notice of delinquency a pre-foreclosure Notice of Delinquency that complies with the Association's governing statute.

4. Second Late Fee & Delinquency Notice. If an account remains delinquent, the Association will charge another \$75 late fee on the 15th of the second month. The Association will also send the Unit Owner a second written notice of delinquency reminding the Unit Owner of the status of that Owner's account. The second notice will also inform the Owner that if the account is not paid in full in within 90 days of when the delinquency arose, it will be turned over to the Association's attorney for collection; a lien will be recorded against the Unit; and the Unit Owner will be liable for all fees and costs associated with collecting on a delinquent account.

5. Third Late Fee & 90-Day Notice of Delinquency. If an account remains delinquent, the Association will charge another late fee to the Owner's account. The Association will also mail to the Owner a second pre-foreclosure Notice of Delinquency that complies with the Association's governing statute.

6. Ongoing Late Fees, Interest, and Other Charges. Every account with an outstanding balance shall be subject to a monthly late fee of \$75. Interest at the rate of 12% per annum shall be collected on all outstanding balances, including but not limited to late charges and legal fees. Interest charges will be assessed from the original due date after the outstanding balance becomes due and will be assessed each month until the account is brought current. The Association may also assess any fees associated with the collection of the delinquent account charged by its management company.

7. Referral to Association Attorney. If an account remains delinquent for 90 days, the Board may refer the account to the Association's attorney. Additionally, the Board may consult with the Association's attorney at any time when the Unit Owner has filed for bankruptcy or is the subject of a petition for relief under the bankruptcy code; a lender has started a foreclosure action against the Unit; or any other legal action has commenced against the Unit. Once an account has been referred to the Association's attorney for collection, the Association will cease sending delinquency notices and account statements to the delinquent Owner, and may instead send any such notices to the Association's attorney.

8. Assessment of Attorneys' Fees and all Collection Costs. All attorneys' fees and costs incurred in the collection of past due Assessments shall be assessed against the delinquent Owner's account and shall be collectible as an Assessment. This includes but is not limited to any fees paid to the Association's Manager/Management Company because of the Owner's delinquency.

9. Payment Plans & Communication with Delinquent Owners. Once an account is placed with the Association's attorney for collection, all contacts with the delinquent Owner should be handled through the attorney. If an owner requests an accounting from the Association or its manager, the Owner should be referred to the Association's attorney. Should the Association or its manager provide the Owner with an account ledger or balance due while the Association's attorney is handling the Owner's account, any such statement shall not bind the Association. The Owner may not rely on a statement of account from any source other than the Association's attorney so long as the attorney is handling the Owner's delinquency.

Any revisions of the amounts demanded of the Unit Owner and/or any payment plans proposed by the delinquent Owner should be handled through or immediately communicated to the attorney. The Board will consider payment plan requests on a case-by-case basis and with the advice of the Association's attorney. The Board is under no obligation to grant payment plan requests. Payment plans shall not interfere with the Association's ability to record a lien against the Unit.

10. Foreclosure. As provided by RCW 64.32.200 and RCW 64.34.364, if an owner fails to respond to the Association's attorney, the Board of Directors may decide to foreclose on the Association's lien. The owner could lose ownership of the property if a foreclosure is completed, and will be responsible for significant additional attorneys' fees and costs if a foreclosure is started against the owner's property.

11. Appointing a Receiver. As provided by RCW 64.34.364(10), if a foreclosure lawsuit has been filed, the Association may request that the Court appoint a Receiver to take possession of a property that is not occupied by the Owner. The Receiver has the authority to refurbish and rent out the property on behalf of the Association.

12. Additional Remedies. When the Association is taking action to collect delinquent Assessments due one of the Village Associations, the Association may exercise any additional remedies provided for in the Village Declaration.

13. Payments Received from Delinquent Owner. All payments received may be applied to the oldest amounts due first, as is the Association's standard practice. At the Board's discretion, payments may be applied differently if such application is in the Association's best interest. All payments collected from delinquent Owners during the collection process shall be made out to the Association, but mailed or delivered to the attorney's office so that the attorney can keep accurate, up-to-date records of the remaining amounts due. If the Association receives payment from a delinquent Owner after the file has been referred to the Association's attorney, the Association will provide a copy of the

payment to the attorney before depositing it in the Association's account. Only upon approval from the Association's attorney should any payment be deposited.

14. Waiver & Additional Collection Action. Nothing in this Collection Policy limits or otherwise affects the Association's right to proceed in any lawful manner to collect any delinquent amounts owed to the Association. Specifically, the Association retains the right to refer a delinquent account to the Association's attorney at any time. The Association's failure (or the failure of any agent of the Association) to comply with any provision of this policy shall not be viewed as a waiver of the Association's right to proceed to collect delinquent assessments in any lawful manner.

15. Effective Date. This policy was adopted by resolution of the Board of Directors on June 25, 2024 and has an effective date of August 15, 2024.

16. Date of Publication. A copy of this policy was mailed to all Owners via regular US Mail on or before July 15, 2024.

SIGNED this 16 day of July 2024 by Klina Dupuy,
President of the Board of Directors for Providence Point Umbrella Association.

Klina Dupuy

Name:

PROVIDENCE POINT UMBRELLA ASSOCIATION

RULES & REGULATIONS

As of September 6, 2021

Pursuant to the authority granted the Providence Point Umbrella Association Board of Directors in section 7.2 of the Declaration, this document has been created to assist Owners, Guests, Tenants and Caregivers understand current rules and regulations that all members must comply with. They assist everyone in making sure Providence Point is a great place to really live.

This document is in two sections. The first section are rules that have been previously adopted and are extracted from current resolution policies. In this section, the specific policy resolution or other governing document is cited. The second section are new rules adopted to cover subjects not previously enacted by resolution.

In the event an Owner or their guest(s), tenant(s), or caregiver fails to comply with these rules, the owner will be notified in writing and requested to comply. Depending on the violation, a fine may be levied per Policy Fine and Enforcement.

Overwhelmingly, most residents in the community follow the rules by being considerate of others. Violations are rare and residents respond well when informed of a violation and remedy it quickly. This is what makes Providence Point a great community.

SECTION 1

1. **Alterations** (Umbrella Policy Resolution Design Review)

Any exterior change or interior flooring change (if you have living space below you) must be applied for and granted approval prior to making the change. Examples include, but are not limited to: awnings, heat pumps, landscaping changes, solar tubes, etc.

Awnings and exterior sun shades must be solid neutral (tan, beige, white, cream, or light gray) color and must have straight edges (no scallops). Exterior awnings and sun shades do require an Alteration Application and approval prior to installation, including when the awning material is being replaced.

2. **Due Process – Hearings** (Umbrella Policy Resolution Fine and Enforcement)

The Umbrella Fine and Enforcement Policy Resolution allows for a due process and appeal procedure for fines assessed by the village and Umbrella for rules violations.

3. **Guests** (Umbrella Policy Resolution Age Restriction, Caregivers & Guest Policy)

Residents must notify PMO of any guests staying more than fourteen (14) consecutive days in their residence. A single guest cannot stay more than 60 nights per year.

4. **Landscaping** (Umbrella Policy Resolution Landscape Management Plan)

The grounds and landscaping are Limited Common Areas and Common Areas, which means they are owned by the Umbrella Association. Any changes by a homeowner to the landscaping in Common Areas or Limited Common Areas must be submitted and pre-approved via an Alteration Application.

5. **Late Fees & Interest** (Umbrella Policy Resolution Assessment Collection)

Monthly assessments are due on the first day of the month and are delinquent unpaid thereafter. By the 10th day of the month, a \$30.00 late fee shall be assessed. Subsequent fees for continuing unpaid assessments will escalate in amount and could additionally include a 1% interest charge.

6. **Parking, RVs and Speed Limit** (Umbrella Policy Resolution Vehicle Parking)

Residents are allowed to park in the space deeded to their unit (i.e., garage, parking slot in garage, carport, and numbered parking space). If you have a dedicated driveway in front of your garage, you may park there as well. You may not park in front of your garage if it in any way interferes with ingress or egress of other residents and their ability to easily enter or exit their garages. All other parking spaces are considered guest parking, even though they may not be marked as such. Recreational Vehicles are allowed in Temporary Parking for a short duration with prior approval from the Property Management Office. Speed limit signs and stop signs are to be obeyed at all times while driving on the property. Failure to follow speed limit and stop signs may result in fines and/or the loss of driving privileges on the property.

7. **Pets** (Umbrella Policy Resolution Pet Policies)

Types of pets allowed are domesticated dogs, cats, and caged birds, reptiles, and fish (if confined by a terrarium, aquarium, or similar contained environment). One pet is allowed per unit; additional pets in the home must be pre-approved by the Community Manager or their designee. All pets must be leashed if they are outside the unit, and the leash must be held by a responsible person. All pet owners are required to remove/pick up their pet's waste.

8. **Real Estate Signage** (Umbrella Policy Resolution Sales at Providence Point)

The signage allowed to sell a unit is a For Sale sign, to be located in a road-facing window and not to exceed 24" by 36" in size.

See Below Section 2.14 for Political, Candidate, Issues Sign regulations

9. **Use of Common Facilities** (Umbrella Policy Resolution Use of Common Facilities)

The Common Facilities are considered the Clubhouse, the South Community Building, the North Community Building and Town Hall. Use and/or rental of these facilities is governed by Umbrella Policy Resolution Use of Common Facilities. You must get authorization for use through the Activities Department at PMO.

SECTION 2

1. **Common Area Decorations**

While it is not recommended or approved, some unit owners choose to place personal items and/or personal decorations (bird feeders, bird baths, ceramic characters, etc.) in the Common Area outside of the Limited Common Areas of a unit. The areas include, but are not limited to, sidewalks, walkways, lawns or grass areas, planter beds, and in or under trees. Those items placed in Common Area are at owner's risk. These personal items and decorations will not be

replaced or repaired by the village or the Umbrella Association or by any contractor or vendor working on the property if they are damaged, broken, or missing.

2. **Contractor Rules** (These rules apply to anyone doing construction work or using power tools, hammers, or other noisy equipment on the property.)

- A. Contractor Hours are Monday through Friday 8:00 AM to 6:00 PM. Saturdays and Sundays 9:00 AM to 6:00 PM. No work of this nature is to be performed on holidays such as New Year's Eve, New Year's Day, Easter, Thanksgiving, or Christmas. Contractors may arrive earlier to set up and leave later if they are cleaning up and not making noise that is bothersome to neighbors.
- B. Owners are responsible for the conduct of contractors or their sub-contractors. Contractors must obey all speed signs and parking rules. Contractors must keep shirts on and no loud music is to be played. The use of foul language and/or alcoholic beverages are prohibited.
- C. Owner is responsible for any damages to a Common Area or Limited Common Area done by their contractor or sub-contractors.

3. **Fines** (Umbrella Policy Resolution Fine and Enforcement)

Fines are allowed per the Umbrella Declaration (Section 7.1.11 and Article 21) and Umbrella Policy Resolution Fine and Enforcement for violations of the Umbrella Declaration or Bylaws, Village Declaration or Village Bylaws, any Administrative Resolution or Policy Resolution or Rules and Regulations of the Umbrella Association or any Village Association.

4. **Fireworks**

Fireworks of all types including sparklers are strictly prohibited at any time in Providence Point and its Villages. Umbrella Association reserves the right to contract with a professional firework display company for any holiday functions.

5. **Flags**

- A. All Flags must be approved in writing by the Community Manager or their designee, as authorized by the Umbrella Board of Directors prior to being installed or flown **except** as follows:
 - 1) The Flag of the United States of America with 50 stars and 13 stripes in a size not to exceed - 3' x 5'.
 - 2) Any historical American Flags previously approved and/or used by the United States Federal Government such as "Old Glory" not to exceed - 3' x 5'.
 - 3) All current flags of the United States Armed Forces not to exceed 3' x 5'.
 - 4) The current Flag of the State of Washington not to exceed - 3' x 5'.
 - 5) Sports Logo Flags of any professional sports or college team not to exceed 3' x 5'. **These flags can only be flown during the season of the sport.**
 - 6) Holiday/Recreational Flags not to exceed – 3' x 5'. Holiday flags may be flown for commonly recognized holidays such as Dr. Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, Christmas, and New Year's Day, St. Patrick's Day, Valentine's Day. **These flags can be flown one week prior to the holiday and must be taken down within one week after the holiday. Christmas flags may be flown from the day after Thanksgiving until**

January 15.

- 7) Recreational flags such as gardening flags depicting flowers or scenery are permitted not to exceed 3' x 5'.
- B. The following flags are not permitted at any time:
- 1) Any flag or a foreign nation or foreign entity.
 - 2) Any flag of any criminal or U.S. Government recognized terrorist organization.
 - 3) Any flag of the Third Reich or Supremacist organizations.
 - 4) The flag of the former United States Confederacy. (*aka* - Rebel Flag)
 - 5) Flags of any religious organization or religious entity.
 - 6) Flags formally adopted by any political party.
 - 7) Any Flag of another U.S. State or territory (*unless approved by the Community Manager or their designee*).
 - 8) The Community Manager or their designee reserves the right to order any flag removed if it is not consistent with the intent of all Providence Point Umbrella Association flag regulations.
 - 9) All non-governmental flags require the written authorization of the Community Manager or their designee. Examples are United Nations, Unicef, Non-Profit Charity organizations such Wounded Warrior Project or World Wildlife Foundation.
- C. Flags must be hung from a pole inserted in a flagpole holder at an approximate 45-degree angle. The holders can be placed outside unit entrances or other limited common area adjacent to a unit. Flags cannot be placed in a common area at any time. Small US Flags on sticks are authorized during the week of Independence Day, U.S. Flag Day, Memorial Day, Veterans Day, and Labor Day. Installation of a flag holder does not require an Alteration Agreement.
- D. Any owner or resident through the owner of the residence they occupy, may petition the Umbrella Board of Directors if the Community Manager or their designee denies a flag to be flown or orders a flag taken down. The Umbrella Board of Directors reserves the right to overrule the Community Manager or their designee if they deem it appropriate.

6. Heat Pumps / Air Conditioner Units

- A. When installing or replacing heat pumps, owners are responsible to meet all applicable building code requirements and comply with state and city laws. Owners should discuss Washington State WAC 173-060-040 with their contractor to ensure permissible environmental noise levels are considered as part of the installation.
- B. When installing or replacing heat pumps and air conditioners, an Alteration Agreement must be submitted for approval of the location of the unit.
- C. Owners must ensure their contractor seals all building penetrations to prevent rodents from entering the building. If penetrations are found not to be sealed, the owner may be fined to cover the cost of sealing the penetrations and mitigating rodent damage.
- D. Window mounted air conditioner units are prohibited. They can cause water/rot

damage to buildings. Portable AC units with flex hose exhaust systems that are mounted at windows are acceptable. Fan units designated for windows are also acceptable. Both portable AC units and fan units must be removed from the window when the hot weather season ends.

7. Garbage Cans

Cans must not be placed outside until the day of the garbage pick-up, unless cans are “bear-proof” cans, obtained by the waste management company. Cans must not be overflowing and be closed to minimize animal foraging. If wildlife gets into your can and strews garbage around, you will be subject to a \$75.00 fine plus the cost of cleanup, which is \$30.00 an hour. Cans must be returned to their garage or other approved location on the same day after trash is picked-up.

8. Holiday Decorations

All holiday decorations are to be installed no more than five days before the holiday and must be removed within seven days after the holiday except during the Christmas holiday season decorations including lights may be installed starting the day after Thanksgiving but must be removed by January 15th of the following year.

9. Maintenance Requirements

Owners are responsible for keeping patios, decks, walkways, etc. clean of all debris, moss and mold. Owners are responsible for window screens and slider door screens. Please see Umbrella Policy Resolution Resident Maintenance Responsibility for more details. Also see section 6.5 of your village declaration related to Limited Common Elements.

10. Noise and Quiet Hours

Owners may not cause a nuisance by playing loud music or television or using other devices that can be heard outside their residence. Quiet time is from 11:00 PM to 8:00 AM daily, unless otherwise established by a village. Dishwashers, washing machines, loud music or TVs, power tools, hammers or other equipment making noise that can be heard in neighboring units is not to be used during quiet time.

11. Occupancy Standards and Orientation

- A. Resident occupancy should not exceed more than two persons for each bedroom in a unit unless the Community Manager or their designee has granted written authorization. This does not apply when guests are visiting.
- B. All residents whether they are an owner, renter or caregiver are required to participate in the Providence Point Orientation program presented by the Property Management Office within 60 days after moving into their residence.

12. Prohibited Outdoor Items

Flammable containers and liquids such as Gasoline cans, wood scraps, tarps, trash, boxes, paper, tools, power equipment or construction items are prohibited from being stored outdoors except when a contractor is working.

13. Grills and Fire Tables

A. Use of grills on decks and patios has potential risk of fire, property damage, or noxious smoke and fumes if not properly mitigated. Residents must use caution and shall comply with the following:

- 1) **If the village has a policy on use of grills and fire tables that is more restrictive than this one, the village policy will apply.**
- 2) Propane and electric grills may be used on decks, balconies and patios if they are a reasonable distance from the building while being used. Charcoal grills are not allowed on any deck or balcony and may only be used if they are located at least 25' away from a building.
- 3) Absolutely no grilling of any kind is permitted in a garage, even with the door(s) open.
- 4) Any resident grilling on an outdoor deck, patio, or balcony must have an appropriately rated and functional fire extinguisher or water hose immediately available.
- 5) Grills should be kept clean to reduce the risk of fire and to avoid attracting animals.
- 6) Grills should be in good working condition. Gas grill canisters should be turned off when not in use, following the manufacturer's instructions.
- 7) Deck coverings are susceptible to damage from hot grills and drippings. Grills must have clean drip pans to prevent damage. Second and third floor residents with decks are strongly encouraged to use a protective mat under grills (manufactured for this purpose) to protect the deck. Please DO NOT use rubber mats as they will discolor the vinyl surface. Mats from other materials such as silicone are ok.
- 8) Excessive smoke and fumes from grills that affect neighboring residents are to be settled as with any other dispute. When excessive smoke and fumes cannot be resolved by residents, it is to be managed as a nuisance and resolved as such.

B. Fire Tables – these are defined as a patio table with a propane tank that produces a small flame in the center of the table. These are not permitted for use on a deck or balcony and can only be used on a patio as long as they are located at least 25' away from a building. The propane tank should be turned off when not in use per manufacturer's instructions.

14. Political and Candidate Signs

It is understood that during political campaign seasons, some residents may wish to display political and/or candidate signs. The Umbrella Board reserves the right to order a sign removed if it is determined to be highly offensive or uses foul language.

A. Political and Candidate Signs:

- 1) It is required that political campaign signs or candidate signs be displayed no earlier than 30 days before election and removed 72 hours after termination of the candidacy or election.
- 2) Signs can be no larger than 24" x 36" in size and can only be displayed in a unit window, from the inside.
- 3) No signs may be posted in the Common Areas of the community.

B. Prohibited Signs:

- 1) Illuminated or moving signs
- 2) Business Advertising Signs
- 3) Signs attached to utility poles or traffic signs
- 4) Abandoned signs
- 5) Other signs not expressly permitted by this Rule.

15. Smoking and Vaping

- A. No smoking or vaping is allowed in any of the Community Buildings (Clubhouse, South Community Building, North Community Building, or Town Hall). No smoking or vaping is allowed in the Common Areas (lobby, exercise/meeting rooms or hallways) of any residential building. No smoking or vaping is allowed within 25 feet of any doorway, window, or air intake area of any building in any village.
- B. Owners/Residents may smoke or vape inside their home. If smoke or vaping fumes escapes the inside of a home and becomes a nuisance to another owner in their home, per Article 4, section 4.8 of the Umbrella Association Declaration, the owner who smokes or vapes may be prohibited from smoking or vaping in their residence by written notice to the owner by the Community Manager or their designee. Also see "Fines" section of these rules and regulations.
- C. Some residential buildings are designated NO SMOKING, meaning smoking and vaping is not allowed inside any part of the unit or garage; smoking must be at least 25 feet away from the outside of the buildings.

16. Vacations and Snowbirds

All residents must notify the PMO in advance of any extended absence of 72 hours or longer. Residents must use the Vacation Notice to verify that their residence is ready for winter conditions and provide emergency contact information.

END

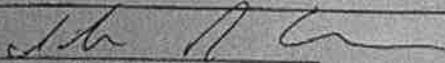
Return address:
Property Manager
Providence Point Homeowner Associations
4135-A Providence Pt. Drive SE
Issaquah, WA 98029

ALTERATION & MAINTENANCE AGREEMENT

This ALTERATION AGREEMENT made as of this 14th day of June 2021 is by and between Washington (Village, or Providence Point Umbrella Association) and Stephen Couey ("Owner/s"). Apartment Address: 3935 226th PL SE, WA 98029 Condominium Regime known as Washington. Owner(s) wish(es) to install high efficiency heat pump. Association(s) hereby consent(s) to the Alteration as shown described on the original application on file in the Property Management Office.

In consideration of the foregoing consent, Owner(s) hereby confirm(s) and agrees that Owner(s) and subsequent Owner(s) shall at Owner's sole cost and expense (i), cause the Alteration to be expeditiously installed, in a good and workmanlike manner by a contractor approved by the Association(s), (ii) maintain the Alteration in good condition and repair, (iii) comply with such rules and regulations as the Association(s) may from time to time promulgate regarding the maintenance of improvements such as the Alteration, and (iv) indemnify and hold the Association(s) harmless from all costs, expenses, and liability arising out of or in connection with the Alteration approved hereby. If Owner(s) fail(s) to maintain such alteration as required herein, Association(s) shall be entitled to make any repairs which Owner(s) fail(s) to make in a timely fashion and the entire cost thereof shall be paid by Owner(s) and shall be specifically assessed to a lien against the Apartment. From time to time, the Association(s) may need to make improvements to the common area this alteration is attached and/or installed to. Under these circumstances, Owner will be responsible for all costs associated with the removal and replacement of this alteration so work can be performed by the Association(s).

OWNER/S:


Stephen Couey

June 14, 2021

Stephen Couey
3935 226th PL SE #208
Issaquah, WA 98029

SUBJECT: High efficiency heat pump

Dear Stephen,

Your application to install a high efficiency heat pump has been reviewed and approved by the General Manager and the Washington Village President. This is in accordance with Umbrella Policy Resolution #5. A condition of this approval is that the enclosed installation specifications provided by Tim Boone, Facilities Manager, are agreed to and followed by your contractor. The final approved alteration request contains the Community Manager Comments pages called "A/C Installation". Please make sure your contractor has a copy and that your contractor understands this, as any installation done incorrectly, is your responsibility to correct at your expense.

You have already executed an *Alteration and Maintenance Agreement*; this agreement places responsibility of future maintenance related to this alteration on you or subsequent owners of your unit.

Note that per Policy Resolution #5, Section V, *Performance of Work*, Paragraph K, *Time for Completion* states: "All work must be completed within six (6) months after an application is approved unless a longer period of time is granted by the General Manager or the Board as applicable or an extension is approved before the expiration of the six-month period."

Please note that any damage which occurs to the interior or exterior of the building or grounds as a result of this alteration is the responsibility of the Unit Owner.

You may direct your contractor to commence work at your convenience. **Please call the Property Management Office when the work has been completed to schedule a sign-off inspection appointment.** Thank you.

Sincerely,

Brenda Pompa
Administrative Assistant

Routine

Return address:
Property Manager
Providence Point Homeowner Associations
4135-A Providence Pt. Drive SE
Issaquah, WA 98029

ALTERATION & MAINTENANCE AGREEMENT

This **ALTERATION AGREEMENT** made as of this **3rd day of August, 2000**, is by and between **Washington Village** (Village, or Providence Point Umbrella Association) and **Bob & Barbara Weber** ("Owner/s"). Apartment Address: **3935 226th Place SE #208, Issaquah, WA 98029** Condominium Regime known as **Washington Village**. Owner(s) wish(es) to alter the **exterior building** adjacent to such apartment by **Installing a Screen Door**. Association(s) hereby consent(s) to the Alteration as shown described on the original application on file in the Property Management Office.

In consideration of the foregoing consent, Owner(s) hereby confirm(s) and agrees that Owner(s) and subsequent owner(s) shall at Owner's sole cost and expense (i), cause the Alteration to be expeditiously installed, in a good and workmanlike manner by a contractor approved by the Association(s), (ii) maintain the Alteration in good condition and repair, (iii) comply with such rules and regulations as the Association(s) may from time to time promulgate regarding the maintenance of improvements such as the Alteration, and (iv) indemnify and hold the Association(s) harmless from all costs, expenses, and liability arising out of or in connection with the Alteration approved hereby. If Owner(s) fail(s) to maintain such alteration as required herein, Association(s) shall be entitled to make any repairs which Owner(s) fail(s) to make in a timely fashion and the entire cost thereof shall be paid by Owner(s) and shall be specifically assessed to a lien against the Apartment.