



W O O D B U R Y

April 30, 2020

Dear Woodbury Community Association Homeowner:

As Woodbury's fiscal year end is fast approaching, your Board of Directors has recently completed a thorough review and analysis of the current operating budget with the goal of ensuring the Association has sufficient operating and reserve funds to meet its 2020-2021 financial obligations, as well as planning for future funding of the reserves to meet long-term requirements.

As a result of this review, the Board has determined that assessments will increase \$15.00, which equates to a total of \$140.00 per month for the upcoming fiscal year. A large portion of the increase is attributed to the funding required to maintain, trim and treat the 7,633 trees and for the upkeep of the 53.11 acres of landscaping within the Woodbury Community. An additional contributing factor is the minimum wage increase which has resulted in our vendors raising their fees. The Board of Directors has also made the decision to hire in-house Maintenance and Cleaning Technicians to help reduce costs.

Additionally, during this unprecedented time, the Board of Directors have continued to hold its monthly meetings via video conference in order to address issues affecting our daily operations and maintenance of amenities as well as the schedule of community events. The Association has a duty to continue operations and provide services for which it is responsible, which means it has to continue to collect assessments.

Given the Association's current financial position, the Board does not anticipate any special assessments to replace, repair or restore any major components, at this time. However; the Board cannot predict unanticipated events, which may have an impact on assessments.

In conjunction with the budget review, the services of a professional reserve analyst were employed to make recommendations for future funding.

Enclosed, please find the Association's Annual Policy Statement and supporting documents required to be sent to the membership annually in accordance with California Civil Codes 5300 and 5310.

Should you have any questions regarding the materials enclosed, please contact the undersigned at (949) 451-1654.

At the Direction of the Board of Directors,
Susan Seifen

Susan Seifen

Susan Seifen, CMCA®, AMS®, PCAM®
General Manager

WOODBURY COMMUNITY ASSOCIATION

ANNUAL POLICY STATEMENT

This annual policy statement is provided to you in accordance with the requirements of California Civil Code Section 5310.

1. The name and address of the person designated to receive official communications to the Association: Board President, c/o: Keystone Pacific Property Management, LLC, 16775 Von Karman, Suite 100, Irvine, CA 92606.

The Association's mailing address for overnight payment of assessment is: Keystone Pacific Property Management, LLC 16775 Von Karman, Suite 100, Irvine, CA 92606.

2. Association members may submit a request to the Association to have the Association's annual budget report, review of the Association's financial statement, the Association's annual policy statement, requests for assessment payments made by the member, pre-lien notices (as described in Civil Code Section 5660), copy of a recorded notice of delinquent assessment, and notice of default, sent to up to two (2) different specified addresses. Such request must be delivered to the Association by e-mail at Reconnect@keystonepacific.com or fax at (949) 377-3309.

3. General notices from the Association to the members will be posted at the following location(s) in the community: Bulletin board inside the entrance of the Lagoon Pool.

4. Association members can arrange to have all general notice items provided to them by individual delivery by submitting a written request to the association by e-mail at Reconnect@keystonepacific.com or fax at (949) 377-3309.

5. Association members may receive copies of minutes, proposed minutes, or summary minutes of meetings of the Association's board of directors (other than meetings held in executive session) by submitting a written request to the person identified in Item 1 above at the address specified in Item 1, or by e-mail at Reconnect@keystonepacific.com or fax at (949) 377-3309. Such minutes, proposed minutes, or summary minutes will be available no later than thirty (30) days after the meeting and any charges involved for copying and postage will be the responsibility of the homeowner.

6. NOTICE ASSESSMENTS AND FORECLOSURE.

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

ASSESSMENTS AND FORECLOSURE.

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

owner's property. The owner's property may be sold to satisfy the lien if the amounts secured by the lien are not paid. (Sections 5700 through 5720 of the Civil Code, inclusive)

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

(Section 5725 of the Civil Code)

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

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

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

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

PAYMENTS.

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

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

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

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

MEETINGS AND PAYMENT PLANS.

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

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

7. The budget for fiscal year June 1, 2020 through May 31, 2021 is attached hereto.
8. The summary pages of the reserve study are attached hereto.
9. The assessment and reserve funding disclosure summary is attached hereto.
10. The Association does not have an existing loan.
11. The policy for the collection of delinquent assessments is attached hereto.
12. The discipline policy and schedule of penalties for violations of the association's governing documents are attached hereto.
13. A summary of the dispute resolution procedures is attached hereto.
14. A summary of the types of changes requiring approval by the Architectural Committee/Design Review Committee is attached hereto.
15. A summary of insurance policies maintained by the association is attached hereto.
16. A copy of the completed "Charges for Documents Provided", in accordance with Civil Code 4525, has been attached hereto.

Woodbury Community Association
Fiscal Year Ending Last Day of May 2021
Approved Budget

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<u>Acct</u>	<u>Account Name</u>	<u>Annual</u>	<u>Monthly</u>	<u>Per Unit Per Month</u>
INCOME				
<u>Income</u>				
4000	Assessments	4,892,160.00	407,680.00	140.00
4019	Operating Interest	9,000.00	750.00	0.26
4020	Reserve Interest Income	47,224.00	3,935.33	1.35
4022	Delinquency Interest	2,000.00	166.67	0.06
4030	Clubhouse Rental	25,000.00	2,083.33	0.72
4065	Key Fees	7,800.00	650.00	0.22
4075	Prior Year Surplus	360,000.00	30,000.00	10.30
4080	Recreation Income	10,000.00	833.33	0.29
4090	Swim Income	7,920.00	660.00	0.23
	Total Income	<u>5,361,104.00</u>	<u>446,758.67</u>	<u>153.42</u>
EXPENSES				
<u>Utilities</u>				
5225	Electricity	140,000.00	11,666.67	4.01
5235	Gas	80,000.00	6,666.67	2.29
5245	Water	175,000.00	14,583.33	5.01
5255	Telephone	18,000.00	1,500.00	0.52
5260	Internet	14,500.00	1,208.33	0.41
5265	Refuse	15,342.00	1,278.50	0.44
	Total	<u>442,842.00</u>	<u>36,903.50</u>	<u>12.67</u>
<u>Administration</u>				
8110	Clubhouse Furniture/Equip	2,400.00	200.00	0.07
8115	Resident Activities	130,000.00	10,833.33	3.72
8120	Square Reader Fee	1,000.00	83.33	0.03
8135	Recreation Salaries	8,400.00	700.00	0.24
8210	Taxes	42,000.00	3,500.00	1.20
8215	Property Taxes	1,200.00	100.00	0.03
8220	Audit/Tax Returns	1,025.00	85.42	0.03
8222	Reserve Study	9,000.00	750.00	0.26
8225	Licenses & Fees	4,980.00	415.00	0.14
8365	Legal Service	8,004.00	667.00	0.23
8410	Insurance	44,519.00	3,709.92	1.27
8440	Cntrct Professional Manage	436,320.00	36,360.00	12.49
8450	Printing/Mailing/Supplies	5,000.00	416.67	0.14
8455	Administration Salaries	14,400.00	1,200.00	0.41
8456	Newsletter	9,000.00	750.00	0.26
8470	Office Supplies	3,600.00	300.00	0.10
8480	Maintenance Technician	70,000.00	5,833.33	2.00
8485	Cleaning Technician	146,000.00	12,166.67	4.18
8490	Website	2,400.00	200.00	0.07
8495	Contingency	21,450.00	1,787.50	0.61
	Total	<u>960,698.00</u>	<u>80,058.17</u>	<u>27.49</u>
<u>Pools</u>				
6210	Contract Pool Service	75,000.00	6,250.00	2.15
6215	Pool Extras	72,000.00	6,000.00	2.06
6216	Pool Chemicals	45,000.00	3,750.00	1.29
6220	Pool Equipment Contract	96,000.00	8,000.00	2.75
6260	Pool Monitors	6,000.00	500.00	0.17
6270	Lifeguards	91,500.00	7,625.00	2.62
	Total	<u>385,500.00</u>	<u>32,125.00</u>	<u>11.03</u>
<u>Landscape Maintenance</u>				
7210	Contract Land Maint	717,000.00	59,750.00	20.52
7215	Landscape Extras	94,488.00	7,874.00	2.70
7220	Landscape Color	4,800.00	400.00	0.14
7225	Sprinkler Repair	100,000.00	8,333.33	2.86
7240	Tree Maintenance	100,235.00	8,352.92	2.87
	Total	<u>1,016,523.00</u>	<u>84,710.25</u>	<u>29.09</u>
<u>Contracts, Maintenance & Repairs</u>				
7515	Janitorial Supplies	24,000.00	2,000.00	0.69
7525	Pest Control	16,080.00	1,340.00	0.46
7526	Pest Control Extras	6,000.00	500.00	0.17
7530	Street Sweeping	3,180.00	265.00	0.09
7545	Contract Light Maintenance	53,388.00	4,449.00	1.53
7550	Lighting Repairs/Supplies	40,800.00	3,400.00	1.17
7556	Fire Alarm Monitoring	4,200.00	350.00	0.12
7557	Holiday Lighting	32,640.00	2,720.00	0.93
7560	Property Protection	84,000.00	7,000.00	2.40
7562	Access Control Contract	25,104.00	2,092.00	0.72
7570	Gate Repair	6,000.00	500.00	0.17
7575	Fire Access Gate Maintenanar	360.00	30.00	0.01

Woodbury Community Association
Fiscal Year Ending Last Day of May 2021
Approved Budget

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7614	Common Area Maint	12,000.00	1,000.00	0.34
7615	Common Area Supplies	24,000.00	2,000.00	0.69
7620	Plumbing Repair	24,000.00	2,000.00	0.69
7625	HVAC Maintenance	3,000.00	250.00	0.09
7650	Tennis Court Maintenance	1,800.00	150.00	0.05
7680	Maintenance Inspections	1,800.00	150.00	0.05
7690	Playground Inspections	1,700.00	141.67	0.05
7700	Playground Maintenance	3,000.00	250.00	0.09
	Total	<u>367,052.00</u>	<u>30,587.67</u>	<u>10.50</u>

Reserve Funding

9120	Painting	62,239.00	5,186.58	1.78
9130	Roofs	34,424.00	2,868.67	0.99
9135	Streets/Drives	75,857.00	6,321.42	2.17
9136	Concrete	4,764.00	397.00	0.14
9145	Grounds Reserves	30,721.00	2,560.08	0.88
9160	Mailboxes	26,418.00	2,201.50	0.76
9165	Lighting	99,907.00	8,325.58	2.86
9170	Fencing & Walls	70,701.00	5,891.75	2.02
9175	Monument & Signs	21,374.00	1,781.17	0.61
9180	Landscape	927,200.00	77,266.67	26.53
9215	Recreation Center	289,983.00	24,165.25	8.30
9225	Irrigation	55,876.00	4,656.33	1.60
9230	Arbor Garden Park	14,631.00	1,219.25	0.42
9231	Colonnade Garden Park	2,889.00	240.75	0.08
9232	Coral Tree Square Park	12,099.00	1,008.25	0.35
9233	Cypress Square Park	18,665.00	1,555.42	0.53
9234	Date Palm Park	14,334.00	1,194.50	0.41
9235	Laurel Square Park	20,673.00	1,722.75	0.59
9236	Magnolia Square Park	14,893.00	1,241.08	0.43
9237	Olive Grove Square Park	8,181.00	681.75	0.23
9238	Palm Garden Park	3,779.00	314.92	0.11
9239	Peppertree Park	16,252.00	1,354.33	0.47
9240	Promenade Park	6,739.00	561.58	0.19
9241	Terrace Garden Park	4,717.00	393.08	0.13
9242	Woodland Garden Park	27,385.00	2,282.08	0.78
9245	Cypress Square Pool/Spa/C	46,314.00	3,859.50	1.33
9246	Date Palm Pool/Spa/Caban	59,357.00	4,946.42	1.70
9247	Peppertree Pool/Spa/Cabar	51,299.00	4,274.92	1.47
9248	Promenade Pool/Spa/Caba	57,227.00	4,768.92	1.64
9300	Contingency	62,367.00	5,197.25	1.78
9305	Allocate Int To Reserves	47,224.00	3,935.33	1.35
	Total	<u>2,188,489.00</u>	<u>182,374.08</u>	<u>62.63</u>

Subtotal Operating Exp (wo Reserves)	3,172,615.00	264,384.58	90.79
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Total Operating Expenses	<u>5,361,104.00</u>	<u>446,758.67</u>	<u>153.42</u>
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Net Surplus/(Deficit)	0.00	0.00	0.00
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Woodbury Community Association
Irvine, California
RDA Owner's Summary

Report Date	January 16, 2020	Parameters:	
Version	011	Inflation	2.00%
Account Number	13268	Annual Contribution Increase	2.00%
Budget Year Beginning	6/ 1/20	Investment Yield	1.00%
Ending	5/31/21	Taxes on Yield	30.00%
Total Units Included	4067	Contingency	3.00%
Phase Development	1 of 1	Reserve Fund Balance as of	
		6/ 1/20:	\$7,083,367.00

Project Profile & Introduction

For budgeting purposes, unless otherwise indicated in this report, we have used the actual date each area was constructed as the basis for aging the components examined in this analysis.

The association consists of 1,733 apartments, 1,408 condominiums and 926 single family homes.

RDA On-Site Inspection: December 14, 2017

RDA Summary of Calculations

Monthly Contribution to Reserves Required:	\$178,438.70
(\$43.87 per unit per month)	
Average Net Monthly Interest Contribution This Year:	3,935.36
Net Monthly Allocation to Reserves 6/ 1/20 to 5/31/21:	\$182,374.06
(\$44.84 per unit per month)	

RDA Reserve Management Software
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Woodbury Community Association
RDA Owner's Summary

REPORT DATE: January 16, 2020
 VERSION: 011
 ACCOUNT NUMBER: 13268

DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
*** CATEGORY SUMMARY:				0	0	0
Concrete - Pavers, Repairs	25	0	11	9,326	5,223	5,223
Concrete - Pavers, Sealing	5	0	4	7,135	1,427	1,427
Concrete - Repairs	25	0	11	55,286	30,960	30,960
*** CATEGORY SUMMARY:				71,747	37,610	37,610
Streets - Asphalt Overlay	20	+7	13	730,251	378,649	0
Streets - Asphalt Repairs	4	0	1	17,499	13,031	13,031
Streets - Asphalt Slurry Sealing	4	0	1	33,243	24,755	24,755
Streets - Red Curbs	4	0	1	2,203	1,641	1,641
*** CATEGORY SUMMARY:				783,196	418,076	39,427
Roofs - Gutters & Downspouts	22	+8	16	32,127	14,993	0
Roofs - Tile, Replacement	30	0	16	460,843	215,060	0
*** CATEGORY SUMMARY:				492,970	230,053	0
Paint - Exteriors	8	0	3	51,925	32,453	32,453
Paint - Gazebo	5	0	2	6,630	3,683	3,683
Paint - Interior, Cabanas	6	0	1	10,069	8,391	8,391
Paint - Interior, Rec Center	6	0	5	23,060	3,843	3,843
Paint - Interior, Rec Center, Ofc	6	0	0	1,490	1,490	1,490
Paint - Light Standards	4	0	4	33,725	0	0
Paint - Mailboxes	4	0	2	45,900	22,950	22,950
Paint - Metals	8	0	8	11,756	0	0
Paint - Woodwork, Trellises	4	0	4	40,931	0	0
Paint - Woodwork, Trim	4	0	4	29,040	0	0
Paint - Wrought Iron	3	0	1	20,083	13,389	13,389
*** CATEGORY SUMMARY:				274,610	86,200	86,200
Fencing - Chain Link	30	0	16	57,988	26,801	0
Fencing - Fire Access	20	0	18	28,280	2,828	0
Fencing - Solid Board	16	0	2	13,379	11,680	11,680
Fencing - Sound Walls	25	0	11	42,006	23,337	23,337
Fencing - Trash Gates	18	+2	6	4,790	3,335	3,335
Fencing - Wrought Iron, 2011	20	0	11	23,604	10,567	10,567
Fencing - Wrought Iron, 2014	20	0	14	5,476	1,627	0
Fencing - Wrought Iron, 2016	20	0	15	5,533	1,203	0
Fencing - Wrought Iron, Gates	20	0	6	11,818	8,228	8,228
Fencing - Wrought Iron, Parks	20	0	6	144,641	100,699	100,699
Fencing - Wrought Iron, School Area	20	0	11	36,088	15,903	15,903
Railing - Grounds	25	0	13	35,489	17,035	0
Walls - Masonary, Repairs	30	0	16	449,106	209,583	0

Woodbury Community Association
RDA Owner's Summary

DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Walls - Pilasters	30	0	16	184,500	86,100	0
*** CATEGORY SUMMARY:				1,042,699	518,926	173,749
Lighting - Barbecue, Palm Garden	8	0	3	3,264	2,040	2,040
Lighting - Barbecue, Pool Areas	8	0	7	17,952	2,244	2,244
Lighting - Barbecue, Rec Center	8	0	5	6,528	2,448	2,448
Lighting - Bollards, 2013	22	0	15	12,460	3,834	0
Lighting - Bollards, Original	22	0	8	44,500	28,318	28,318
Lighting - Coach Lanterns	18	0	3	6,467	5,389	5,389
Lighting - Exit Signs	20	0	18	9,536	881	0
Lighting - Floods, Original	12	+4	1	56,979	53,418	53,418
Lighting - Floods, Rec Center	12	0	7	23,334	8,815	8,815
Lighting - Hanging Fixtures	20	0	6	19,422	13,595	13,595
Lighting - Interiors	25	0	11	53,824	30,141	30,141
Lighting - Magnolia Square	20	0	18	17,720	1,772	0
Lighting - Parking	25	0	10	216,942	130,165	130,165
Lighting - Pole w/Lantern, 2005	22	0	7	151,202	103,092	103,092
Lighting - Pole w/Lantern, 2006	22	0	8	282,682	179,889	179,889
Lighting - Pole w/Lantern, 2007	22	0	9	32,870	19,423	19,423
Lighting - Pole w/Lantern, 2008	22	0	10	134,767	73,509	73,509
Lighting - Pole w/Lantern, 2011	22	0	13	52,592	21,397	0
Lighting - Pole w/Lantern, 2012	22	0	14	9,861	3,440	0
Lighting - Pole w/Lantern, 2013	22	0	15	13,148	3,975	0
Lighting - Pole w/Lantern, 2014	22	0	16	3,287	841	0
Lighting - Pool Areas	10	+4	1	49,725	46,173	46,173
Lighting - Recessed, Exterior	25	0	11	23,856	13,359	13,359
Lighting - Sport Courts	20	0	6	24,192	16,934	16,934
Lighting - Step Illumination	18	0	4	9,960	7,747	7,747
Lighting - Tree Spots, Original	25	0	11	19,744	11,057	11,057
Lighting - Tree Spots, Pool Areas	25	0	16	11,050	3,978	0
Lighting - Tree Spots, Rec Center	25	0	17	58,533	18,056	0
Lighting - Vapor Floods, 2019	20	0	19	3,620	181	0
Lighting - Vapor Floods, Original	20	0	6	15,797	11,058	11,058
Lighting - Well Lights, 2015	12	0	7	5,156	2,148	2,148
Lighting - Well Lights, 2017	12	0	9	5,156	1,289	1,289
Lighting - Well Lights, Original	12	+3	1	166,281	155,196	155,196
*** CATEGORY SUMMARY:				1,562,408	975,804	917,449
Arbor Garden Park - Barbecue	6	0	0	924	924	924
Arbor Garden Park - Benches	16	0	4	46,308	34,731	34,731
Arbor Garden Park - Doggie Bin	16	0	4	1,414	1,061	1,061
Arbor Garden Park - Drinking Ftn	25	0	13	8,575	4,116	4,116
Arbor Garden Park - EWF	6	0	5	19,802	3,300	3,300
Arbor Garden Park - Picnic Tables	20	0	8	12,940	7,764	7,764
Arbor Garden Park - Play Structure	25	0	13	52,783	25,336	25,336
Arbor Garden Park - Trash Recept.	16	0	4	20,565	15,424	15,424
Arbor Garden Park - Trellis	25	0	13	28,743	13,796	5,414

Woodbury Community Association
RDA Owner's Summary

DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
*** CATEGORY SUMMARY:				192,054	106,452	98,069
Colonade Garden Park - Benches	16	0	6	11,320	7,075	7,075
Colonade Garden Park - Doggie Bin	16	0	1	1,414	1,326	1,326
Colonade Garden Park - Drink Ftn	20	0	10	8,575	4,288	4,288
Colonade Garden Park - Table/Chair	16	0	6	8,192	5,120	5,120
Colonade Garden Park - Trash	16	+3	4	2,285	1,804	1,804
Colonade Garden Park - Trellis	25	0	10	13,362	8,017	8,017
*** CATEGORY SUMMARY:				45,148	27,629	27,629
Coral Tree Square Park - Barbecues	6	0	0	1,848	1,848	1,848
Coral Tree Square Park - Benches	12	+6	4	12,378	9,602	9,602
Coral Tree Square Park - Bike Rack	22	0	8	1,608	1,019	1,019
Coral Tree Square Park - Doggie Bin	16	0	2	1,414	1,235	1,235
Coral Tree Square Park - Drink Ftn	25	0	11	1,668	929	929
Coral Tree Square Park - EWF	6	0	5	6,523	851	851
Coral Tree Square Park - P. Tables	12	+6	4	12,003	9,311	9,311
Coral Tree Square Park - Structures	20	0	19	102,560	4,309	0
Coral Tree Square Park - Trash	20	0	6	11,260	7,854	7,854
Coral Tree Square Park - Trellis	25	0	11	35,342	19,687	19,687
*** CATEGORY SUMMARY:				186,604	56,645	52,335
Cypress Square Cabana - C. Tile	25	0	10	25,640	15,384	15,384
Cypress Square Cabana - Counters	18	0	3	3,705	3,088	3,088
Cypress Square Cabana - Doors	22	0	7	8,035	5,478	5,478
Cypress Square Cabana - Drink Ftn	25	0	10	3,336	2,002	2,002
Cypress Square Cabana - Partitions	15	0	0	4,940	4,940	4,940
Cypress Square Cabana - Plumbing	25	0	10	19,949	11,969	11,969
Cypress Square Cabana - Showers	18	0	3	11,124	9,270	9,270
Cypress Square Cabana - Termites	15	+2	2	4,238	3,739	3,739
Cypress Square Cabana - W.Heater	10	+6	1	4,130	3,872	3,872
Cypress Square Pool - Chemical Ctlr	10	0	5	8,585	4,293	4,293
Cypress Square Pool - Coping	12	0	5	20,963	12,228	12,228
Cypress Square Pool - Filter	15	0	0	6,260	6,260	6,260
Cypress Square Pool - Heater	10	0	4	27,974	16,784	16,784
Cypress Square Pool - Pump & Motor	10	0	5	22,547	10,359	10,359
Cypress Square Pool - Pump Acid	6	0	0	657	657	657
Cypress Square Pool - Pump Chlorine	6	0	1	657	548	548
Cypress Square Pool - Replastering	12	0	5	47,060	26,144	26,144
Cypress Square Pool - Trim Tile	12	0	4	8,496	5,664	5,664
Cypress Square Pool Area - BBQ	8	0	5	3,924	1,472	1,472
Cypress Square Pool Area - Cabinet	20	0	5	1,813	1,360	1,360
Cypress Square Pool Area - Canopy	5	0	4	5,975	1,195	1,195
Cypress Square Pool Area - Caulking	4	0	2	2,718	1,235	1,235
Cypress Square Pool Area - Counter	22	0	7	6,840	4,664	4,664
Cypress Square Pool Area - Cushions	6	0	5	3,256	543	543
Cypress Square Pool Area - Deck	36	0	21	44,051	18,354	0

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DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Cypress Square Pool Area - Fireplac	30	0	15	25,000	12,500	0
Cypress Square Pool Area - Furnit	10	+2	2	24,556	20,463	20,463
Cypress Square Pool Area - Lift	12	+4	1	8,444	7,916	7,916
Cypress Square Pool Area - Resurfce	12	0	11	26,501	2,208	2,208
Cypress Square Pool Area - Sofas	16	0	8	3,532	1,669	1,669
Cypress Square Pool Area - Table	16	0	8	825	390	390
Cypress Square Pool Area - Trash	20	0	5	11,260	8,445	8,445
Cypress Square Pool Area - Umbrella	2	0	1	6,388	3,194	3,194
Cypress Square Spa - Chem Ctlr	10	0	5	8,585	4,293	4,293
Cypress Square Spa - Coping	8	+4	3	4,367	3,275	3,275
Cypress Square Spa - Filter	15	0	15	2,029	0	0
Cypress Square Spa - Heater	10	0	5	4,050	1,861	1,861
Cypress Square Spa - Pump, Acid	6	-2	0	657	657	657
Cypress Square Spa - Pump, Chlorine	6	0	1	657	548	548
Cypress Square Spa - Pump, Circ	5	0	4	998	200	200
Cypress Square Spa - Pump, Jets	10	0	5	14,872	7,245	7,245
Cypress Square Spa - Replastering	8	0	3	7,197	4,219	4,219
Cypress Square Spa - Trim Tile	8	+4	3	1,770	1,312	1,312
Cypress Square Wader - Chem Control	10	0	5	8,585	4,293	4,293
Cypress Square Wader - Coping	8	+4	3	6,114	4,531	4,531
Cypress Square Wader - Filter	15	0	0	2,667	2,667	2,667
Cypress Square Wader - Heater	10	0	4	4,050	2,430	2,430
Cypress Square Wader - Pump & Motor	10	+6	1	1,097	1,028	1,028
Cypress Square Wader - Pump Acid	6	0	1	657	548	548
Cypress Square Wader - Pump Chlor	6	0	1	657	548	548
Cypress Square Wader - Replastering	8	0	3	4,512	2,645	2,645
Cypress Square Wader - Trim Tile	5	+7	3	2,478	1,836	1,836
*** CATEGORY SUMMARY:				479,377	272,421	241,567
Cypress Square Park - Barbecues	6	0	0	1,848	1,848	1,848
Cypress Square Park - Benches	12	+4	1	11,760	11,025	11,025
Cypress Square Park - Bike Racks	22	0	7	1,608	1,096	1,096
Cypress Square Park - Doggie Bin	16	0	1	1,414	1,326	1,326
Cypress Square Park - EWF	6	0	5	18,091	3,015	3,015
Cypress Square Park - P. Tables	12	0	0	8,002	8,002	8,002
Cypress Square Park - Structure 15	20	0	15	81,640	20,154	0
Cypress Square Park - Structure 16	20	0	15	78,935	16,890	0
Cypress Square Park - Trash	20	0	5	5,630	4,223	4,223
Cypress Square Park - Trellis	25	0	10	21,816	13,090	13,090
*** CATEGORY SUMMARY:				230,744	80,668	43,624
Date Palm Park - B.B. Backboard	20	0	11	6,095	2,729	2,729
Date Palm Park - B.B. Court	6	0	5	4,805	801	801
Date Palm Park - Bark	6	0	4	6,784	2,261	2,261
Date Palm Park - Benches, Metal	16	0	10	11,320	3,856	3,856
Date Palm Park - Benches, Wood	16	0	7	3,970	2,224	2,224
Date Palm Park - Bike Rack	22	0	13	1,610	655	0

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DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Date Palm Park - Caulking	8	0	7	800	100	100
Date Palm Park - Drinking Fountain	25	0	16	5,900	2,111	0
Date Palm Park - Picnic Tables	12	0	3	7,048	5,274	5,274
Date Palm Park - Play Structures	20	0	11	94,327	42,230	42,230
Date Palm Park - Poured-in-Place	10	0	8	26,835	5,367	5,367
Date Palm Park - Sand Replacement	6	0	4	1,612	537	537
Date Palm Park - Trash Recptacles	12	0	6	2,285	1,057	1,057
Date Palm Park - Wifi	8	0	7	2,442	260	260
*** CATEGORY SUMMARY:				175,832	69,463	66,696
Date Palm Cabana - Ceramic Tile	25	0	16	28,867	10,330	0
Date Palm Cabana - Counter Tops	18	0	9	3,420	1,702	1,702
Date Palm Cabana - Doors	22	0	13	8,315	3,383	0
Date Palm Cabana - Drinking Fountn	25	0	16	3,336	1,194	0
Date Palm Cabana - Partitions	15	0	6	6,635	3,966	3,966
Date Palm Cabana - Plumbing Fixture	25	0	16	23,562	8,432	0
Date Palm Cabana - Shower	18	0	9	12,514	6,228	6,228
Date Palm Cabana - Termites	15	0	6	4,238	2,533	2,533
Date Palm Cabana - Water Heater	10	0	1	4,130	3,714	3,714
Date Palm Pool - Chemical Controllr	10	0	5	8,585	4,293	4,293
Date Palm Pool - Coping, Replace	12	+8	11	26,203	11,731	11,731
Date Palm Pool - Filter	15	0	6	49,000	29,291	29,291
Date Palm Pool - Heater	10	0	1	24,415	21,953	21,953
Date Palm Pool - Plastering & Tile	12	0	11	65,827	5,486	5,486
Date Palm Pool - Pump & Motor	10	0	1	22,547	20,273	20,273
Date Palm Pool - Pump Acid	6	0	0	657	657	657
Date Palm Pool - Pump Chlorine	6	0	0	657	657	657
Date Palm Pool Area - Barbecues	8	0	7	9,924	960	960
Date Palm Pool Area - BBQ Counter	22	0	13	7,130	2,901	0
Date Palm Pool Area - Canopy Frame	30	0	21	25,732	7,669	0
Date Palm Pool Area - Canopy Tops	5	0	3	11,108	4,443	4,443
Date Palm Pool Area - Caulking	4	0	3	9,271	2,318	2,318
Date Palm Pool Area - Cushions	6	0	5	11,116	1,853	1,853
Date Palm Pool Area - Deck	36	0	27	85,726	21,282	0
Date Palm Pool Area - Furniture	10	+1	2	40,738	33,275	33,275
Date Palm Pool Area - Trash Recept	16	0	7	9,140	5,120	5,120
Date Palm Pool Area - Trellis	25	0	16	10,799	3,865	0
Date Palm Pool Area - Tropitone	16	0	7	35,256	19,751	19,751
Date Palm Pool Area - Umbrella	2	0	1	7,915	3,958	3,958
Date Palm Pool Area - Window Grills	25	0	16	2,300	823	0
Date Palm Spa - Chemical Controller	10	0	5	8,585	4,293	4,293
Date Palm Spa - Coping, Replace	8	+8	7	4,367	2,447	2,447
Date Palm Spa - Filter	15	0	14	3,958	264	0
Date Palm Spa - Heater	10	0	1	4,180	3,758	3,758
Date Palm Spa - Plastering & Tile	8	0	7	8,759	1,095	1,095
Date Palm Spa - Pump, Acid	6	0	0	657	657	657
Date Palm Spa - Pump, Chlorine	6	0	0	657	657	657

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DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Date Palm Spa - Pump, Circ	5	0	0	1,406	1,406	1,406
Date Palm Spa - Pump, Jets	10	0	1	8,553	7,691	7,691
Date Palm Wader - Chemical Control	10	0	5	8,585	4,293	4,293
Date Palm Wader - Coping, Replace	8	+8	7	5,459	3,058	3,058
Date Palm Wader - Filter	15	0	6	2,667	1,594	1,594
Date Palm Wader - Heater	10	0	1	4,050	3,642	3,642
Date Palm Wader - Plaster & Tile	8	0	7	6,907	863	863
Date Palm Wader - Pump & Motor	5	+5	1	1,097	986	986
Date Palm Wader - Pump, Acid	6	0	0	657	657	657
Date Palm Wader - Pump, Chlorine	6	0	0	657	657	657
*** CATEGORY SUMMARY:				630,264	282,056	221,913
Laurel Square Park - Barbecue	8	0	0	4,962	4,962	4,962
Laurel Square Park - BBQ Counter	22	0	14	4,280	1,556	0
Laurel Square Park - Benches	16	0	4	22,640	16,980	16,980
Laurel Square Park - Climbing Wall	20	0	19	3,708	185	0
Laurel Square Park - Doggie Bins	16	0	4	1,414	1,061	1,061
Laurel Square Park - Drinking Ftn	25	0	13	8,575	4,116	0
Laurel Square Park - Picnic Tables	12	0	0	16,004	16,004	16,004
Laurel Square Park - Poured Place	10	0	8	54,318	10,864	10,864
Laurel Square Park - Seesaw	10	0	6	5,594	2,152	2,152
Laurel Square Park - Structures	20	0	8	68,624	41,174	41,174
Laurel Square Park - Trash	16	+3	7	20,565	12,988	12,988
Laurel Square Park - Trellis	25	0	13	40,905	19,634	0
*** CATEGORY SUMMARY:				251,589	131,677	106,184
Magnolia Square Park - Bark	6	0	4	14,015	4,672	4,672
Magnolia Square Park - BBQ	6	0	0	1,848	1,848	1,848
Magnolia Square Park - Bench, Metal	16	+3	4	13,570	10,713	10,713
Magnolia Square Park - Bike Rack	22	0	7	804	548	548
Magnolia Square Park - Doggie Bin	16	0	1	1,414	1,326	1,326
Magnolia Square Park - Drink Fountn	25	0	10	1,900	1,140	1,140
Magnolia Square Park - Gazebo	25	0	10	52,946	31,768	31,768
Magnolia Square Park - P. Tables	16	+3	4	23,636	18,660	18,660
Magnolia Square Park - Structure	20	+5	10	126,800	76,080	76,080
Magnolia Square Park - Trash	16	+3	4	4,570	3,608	3,608
*** CATEGORY SUMMARY:				241,503	150,362	150,362
Olive Grove Square Park - Barbecues	6	0	0	1,848	1,848	1,848
Olive Grove Square Park - Bark	6	0	4	8,325	2,775	2,775
Olive Grove Square Park - Bench	12	+5	1	14,112	13,239	13,239
Olive Grove Square Park - Bike Rack	22	0	6	1,608	1,152	1,152
Olive Grove Square Park - Dog Bin	16	0	0	1,414	1,414	1,414
Olive Grove Square Park - Drink Ftn	25	0	9	1,900	1,192	1,192
Olive Grove Square Park - P. Tables	12	+5	1	19,051	17,873	17,873
Olive Grove Square Park - Structure	20	0	19	40,728	2,036	0
Olive Grove Square Park - Trash	20	0	4	8,445	6,683	6,683

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DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Olive Grove Square Park - Trellis	25	0	9	11,835	7,428	7,428
*** CATEGORY SUMMARY:				109,266	55,640	53,604
Palm Garden Park - Barbecue	6	0	0	1,961	1,961	1,961
Palm Garden Park - Chairs	16	0	10	4,096	1,523	1,523
Palm Garden Park - Doggie Bin	16	0	10	1,414	526	526
Palm Garden Park - Drinking Fountn	25	0	10	8,575	5,039	5,039
Palm Garden Park - Picnic Tables	16	0	10	7,614	2,830	2,830
Palm Garden Park - Trash	16	0	10	9,140	3,398	3,398
Palm Garden Park - Trellis	25	0	10	26,506	15,576	15,576
*** CATEGORY SUMMARY:				59,306	30,852	30,852
Peppertree Cabana - Ceramic Tile	25	0	10	30,988	18,593	18,593
Peppertree Cabana - Counter Tops	16	0	1	4,272	4,005	4,005
Peppertree Cabana - Doors	22	0	7	8,276	5,643	5,643
Peppertree Cabana - Drink Fountains	25	0	10	3,800	2,280	2,280
Peppertree Cabana - Partitions	15	0	0	6,635	6,635	6,635
Peppertree Cabana - Plumbing Fixt	25	0	10	23,562	14,137	14,137
Peppertree Cabana - Showers	18	0	3	10,428	8,690	8,690
Peppertree Cabana - Termites	15	0	0	4,238	4,238	4,238
Peppertree Cabana - Water Heater	10	0	0	4,654	4,654	4,654
Peppertree Pool - Chemical Ctlr	10	0	5	8,585	4,293	4,293
Peppertree Pool - Coping, Replace	12	+11	8	21,618	14,098	14,098
Peppertree Pool - Deck	36	0	21	21,927	9,136	0
Peppertree Pool - Filter	15	0	0	36,343	36,343	36,343
Peppertree Pool - Heater	10	0	5	22,943	10,541	10,541
Peppertree Pool - Plastering & Tile	12	0	9	53,811	13,453	13,453
Peppertree Pool - Pump & Motor	10	0	5	14,872	6,833	6,833
Peppertree Pool - Pump, Acid	6	0	3	657	329	329
Peppertree Pool - Pump, Chlorine	6	0	1	657	548	548
Peppertree Pool Area - Barbecues	8	0	2	9,714	7,286	7,286
Peppertree Pool Area - BBQ, Counter	22	0	7	5,136	3,502	3,502
Peppertree Pool Area - Caulking	4	0	1	2,612	1,959	1,959
Peppertree Pool Area - Cushions	6	0	5	3,256	465	465
Peppertree Pool Area - Fire Cabinet	20	0	5	738	554	554
Peppertree Pool Area - Fireplace	30	0	15	25,000	12,500	0
Peppertree Pool Area - Furniture	10	0	0	30,319	30,319	30,319
Peppertree Pool Area - Furniture,12	16	0	8	3,343	1,672	1,672
Peppertree Pool Area - Tables	10	0	5	7,720	3,547	3,547
Peppertree Pool Area - Trash	16	0	11	9,140	2,856	2,856
Peppertree Pool Area - Trellis	25	0	10	24,270	14,562	14,562
Peppertree Pool Area - Umbrellas	2	0	0	11,280	11,280	11,280
Peppertree Spa - Chemical Control	10	0	5	8,585	4,293	4,293
Peppertree Spa - Coping, Replacemnt	8	+3	8	4,804	1,310	1,310
Peppertree Spa - Filter	15	0	0	3,130	3,130	3,130
Peppertree Spa - Heater	10	0	4	4,180	2,480	2,480
Peppertree Spa - Plastering & Tile	8	0	8	10,195	0	0

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DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Peppertree Spa - Pump, Acid	6	0	0	657	657	657
Peppertree Spa - Pump, Chlorine	6	0	0	657	657	657
Peppertree Spa - Pump, Circulating	5	0	1	14,872	11,898	11,898
Peppertree Spa - Pump, Jets	10	0	5	14,872	7,113	7,113
Peppertree Wader - Chemical Control	10	0	5	8,585	4,293	4,293
Peppertree Wader - Coping, Replace	8	0	0	5,022	5,022	5,022
Peppertree Wader - Filter	15	0	0	2,667	2,667	2,667
Peppertree Wader - Heater	10	0	5	4,050	1,861	1,861
Peppertree Wader - Plaster & Tile	8	0	0	7,745	7,745	7,745
Peppertree Wader - Pump & Motor	5	0	1	3,504	2,803	2,803
Peppertree Wader - Pump, Acid	6	0	1	657	548	548
Peppertree Wader - Pump, Chlorine	6	0	1	657	548	548
*** CATEGORY SUMMARY:				505,634	311,972	290,336
Peppertree Park - B.B. Backboard	20	0	13	6,095	2,133	0
Peppertree Park - B.B. Court	6	0	5	4,802	800	800
Peppertree Park - Bark	6	0	4	12,814	4,271	4,271
Peppertree Park - Benches, 2015	16	0	11	11,320	3,538	3,538
Peppertree Park - Benches, 2017	12	0	9	19,653	4,600	4,600
Peppertree Park - Bike Racks	22	0	7	1,608	1,096	1,096
Peppertree Park - Doggie Bin	16	0	1	1,414	1,326	1,326
Peppertree Park - Drinking Fountain	25	0	10	8,575	5,145	5,145
Peppertree Park - Picnic Tables	20	0	5	6,470	4,853	4,853
Peppertree Park - Play Structures	20	0	5	117,610	88,208	88,208
Peppertree Park - Trash	16	0	11	6,855	2,142	2,142
Peppertree Park - Trellis	25	0	10	22,907	13,744	13,744
*** CATEGORY SUMMARY:				220,122	131,855	129,722
Promenade Cabana - Ceramic Tile	25	0	11	34,040	18,705	18,705
Promenade Cabana - Counter Tops	18	0	4	4,560	3,513	3,513
Promenade Cabana - Doors	22	0	8	9,729	6,095	6,095
Promenade Cabana - Drinking Fountn	25	0	11	3,800	2,088	2,088
Promenade Cabana - Partitions	15	0	1	6,635	6,175	6,175
Promenade Cabana - Plumbing Fixture	25	0	11	23,434	12,877	12,877
Promenade Cabana - Showers	18	0	4	10,950	8,435	8,435
Promenade Cabana - Termites	15	0	1	4,238	3,944	3,944
Promenade Cabana - Water Heater	10	0	9	3,396	234	234
Promenade Pool - Chemical Control	10	0	4	8,585	5,151	5,151
Promenade Pool - Coping, Replace	12	+7	5	10,700	7,795	7,795
Promenade Pool - Deck	36	0	22	44,455	16,841	0
Promenade Pool - Filter	15	0	1	36,343	33,822	33,822
Promenade Pool - Heater	10	0	2	22,943	18,354	18,354
Promenade Pool - Plastering & Tile	12	0	5	50,813	28,229	28,229
Promenade Pool - Pump & Motor	10	0	6	15,969	6,225	6,225
Promenade Pool - Pump, Acid	6	0	1	657	548	548
Promenade Pool - Pump, Chlorine	6	0	1	657	548	548
Promenade Pool Area - BBQ, Counter	22	0	8	6,420	4,022	4,022

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DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Promenade Pool Area - BBQ, Replace	8	0	3	9,714	6,071	6,071
Promenade Pool Area - Caulking	4	0	3	2,520	630	630
Promenade Pool Area - Chaise Lounge	10	0	0	19,856	19,856	19,856
Promenade Pool Area - Furniture	10	0	3	29,565	20,696	20,696
Promenade Pool Area - Lift	12	0	0	8,444	8,444	8,444
Promenade Pool Area - Trash Recept.	16	0	10	9,140	3,428	3,428
Promenade Pool Area - Trellis	25	0	11	38,178	20,978	20,978
Promenade Pool Area - Umbrellas	2	0	1	18,660	9,330	9,330
Promenade Pool Area - Wifi	8	0	0	5,500	5,500	5,500
Promenade Pool Area - Window Grills	25	0	11	2,856	1,569	1,569
Promenade Spa - Chemical Controller	10	0	4	8,585	5,151	5,151
Promenade Spa - Coping, Replace	8	+7	1	4,149	3,861	3,861
Promenade Spa - Filter	15	0	1	3,130	2,913	2,913
Promenade Spa - Heater	10	0	5	4,180	2,090	2,090
Promenade Spa - Plastering & Tile	8	0	1	13,586	11,712	11,712
Promenade Spa - Pump, Acid	6	0	1	657	548	548
Promenade Spa - Pump, Chlorine	6	0	1	657	548	548
Promenade Spa - Pump, Circ	5	0	1	14,872	11,795	11,795
Promenade Spa - Pump, Jets	10	0	5	14,872	7,245	7,245
Promenade Wader - Chemical Control	10	0	4	8,585	5,151	5,151
Promenade Wader - Coping, Replace	8	+7	1	5,677	5,284	5,284
Promenade Wader - Filter	15	0	1	2,667	2,482	2,482
Promenade Wader - Heater	10	+4	0	4,180	4,180	4,180
Promenade Wader - Plaster & Tile	8	0	1	6,943	5,985	5,985
Promenade Wader - Pump & Motor	10	0	0	1,097	1,097	1,097
Promenade Wader - Pump, Acid	6	0	3	657	304	304
Promenade Wader - Pump, Chlorine	6	0	1	657	548	548
*** CATEGORY SUMMARY:				537,908	350,994	334,154
Promenade Park - Bench	12	0	6	2,830	1,309	1,309
Promenade Park - Bike Rack	22	0	8	801	502	502
Promenade Park - Doggie Bin	16	0	2	1,414	1,231	1,231
Promenade Park - Drinking Fountain	25	0	11	8,575	4,712	4,712
Promenade Park - Picnic Tables	20	0	15	6,470	1,535	0
Promenade Park - Poured-in-Place	10	0	8	22,513	4,503	4,503
Promenade Park - Sand Replacement	8	0	6	1,867	467	467
Promenade Park - Structures	25	0	11	52,030	28,590	28,590
*** CATEGORY SUMMARY:				96,499	42,848	41,313
Rec Center - Access, Gate Operators	12	+4	1	10,772	10,077	10,077
Rec Center - Access, Smart Cards	8	0	6	106,807	26,702	26,702
Rec Center - Bicycle Rack	22	0	8	7,728	4,886	4,886
Rec Center - Deck	36	0	22	150,333	57,820	0
Rec Center - Equipment, Back-Up	10	0	2	35,037	27,725	27,725
Rec Center - Equipment, HVAC, 2016	16	0	11	15,803	4,527	4,527
Rec Center - Equipment, HVAC, Orig	16	0	2	129,258	112,844	112,844
Rec Center - Fitness Trail	20	0	17	56,490	7,452	0

Woodbury Community Association
RDA Owner's Summary

DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Rec Center - Termites	15	0	1	16,803	15,664	15,664
Rec Center - Trash Receptacles	16	0	10	15,995	5,998	5,998
Rec Center - Window Grills	25	0	11	24,725	13,736	13,736
Rec Center Club - Appliances	12	0	0	3,594	3,594	3,594
Rec Center Club - Appliances, Refrg	12	0	6	1,668	828	828
Rec Center Club - Audio/TV Equip	8	0	7	20,860	2,608	2,608
Rec Center Club - Cabinets/Counters	20	0	6	29,150	20,294	20,294
Rec Center Club - Doors, Accordion	20	0	6	16,480	11,473	11,473
Rec Center Club - Doors, Controls	18	0	4	58,000	44,930	44,930
Rec Center Club - Doors, Entry	30	0	16	12,116	5,600	0
Rec Center Club - Doors, Frch, 2013	20	0	13	20,600	7,210	0
Rec Center Club - Doors, Frch, Orig	20	0	6	94,928	66,089	66,089
Rec Center Club - Doors, Locks	16	0	2	32,000	27,937	27,937
Rec Center Club - Doors, Metal	22	0	8	3,204	2,026	2,026
Rec Center Club - Doors, SCHB	18	0	4	13,253	10,266	10,266
Rec Center Club - Fire Cabinet	20	0	6	1,444	1,005	1,005
Rec Center Club - Flooring, Carpet	6	0	4	9,554	3,185	3,185
Rec Center Club - Flooring, Vinyl	15	0	1	1,264	1,178	1,178
Rec Center Club - Furniture	10	+4	0	10,000	10,000	10,000
Rec Center Club - Sound Walls	20	0	19	4,790	240	0
Rec Center Club - Water Heater	10	0	9	1,973	136	136
Rec Center Club - Window Blinds	8	0	7	6,968	871	871
Rec Center Club Cabana - Counters	18	0	4	7,410	5,740	5,740
Rec Center Club Cabana - Partitions	15	0	1	15,650	14,589	14,589
Rec Center Club Cabana - Plumbing	25	0	11	37,765	20,981	20,981
Rec Center Club Cabana - Tile	25	0	11	89,557	49,754	49,754
Rec Center Comp. Cabana - C. Tile	25	0	11	30,988	17,215	17,215
Rec Center Comp. Cabana - Cabinet	20	0	6	722	503	503
Rec Center Comp. Cabana - Counter	18	0	4	3,990	3,091	3,091
Rec Center Comp. Cabana - Doors	22	0	8	8,371	5,292	5,292
Rec Center Comp. Cabana - Drinking	25	0	24	7,564	303	0
Rec Center Comp. Cabana - Partition	15	0	1	6,635	6,185	6,185
Rec Center Comp. Cabana - Plm Fx	25	0	11	23,562	13,090	13,090
Rec Center Comp. Cabana - Showers	18	0	13	22,813	6,337	0
Rec Center Comp. Cabana - W Heater	10	0	0	4,654	4,654	4,654
Rec Center Comp. Pool - Booster	10	0	10	1,184	0	0
Rec Center Comp. Pool - Caulking	4	0	3	14,307	3,577	3,577
Rec Center Comp. Pool - Chair Lift	12	+3	1	8,444	7,872	7,872
Rec Center Comp. Pool - Chem Ctlr	10	0	5	13,425	6,713	6,713
Rec Center Comp. Pool - Coping	12	0	10	30,134	5,022	5,022
Rec Center Comp. Pool - Filter	15	0	1	50,832	47,386	47,386
Rec Center Comp. Pool - Heater	10	0	0	30,447	30,447	30,447
Rec Center Comp. Pool - P/A Sytm	8	+7	1	1,000	932	932
Rec Center Comp. Pool - Pump Acid	6	0	0	657	657	657
Rec Center Comp. Pool - Pump Chl	6	0	1	657	548	548
Rec Center Comp. Pool - Pump/Mtr	10	0	0	21,677	21,677	21,677
Rec Center Comp. Pool - Replaster	12	0	10	105,820	17,637	17,637

Woodbury Community Association
RDA Owner's Summary

DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Rec Center Comp. Pool - Storage	25	0	21	5,000	800	0
Rec Center Fountain - Filter	5	0	0	1,085	1,085	1,085
Rec Center Fountain - Ozone	10	0	5	1,000	500	500
Rec Center Fountain - Pump/Motor	10	0	5	1,000	500	500
Rec Center Fountain - Replacement	10	0	5	35,031	17,516	17,516
Rec Center Fountain - Trash Recept	16	0	9	2,285	1,000	1,000
Rec Center Lagoon Cabana - C. Tile	25	0	11	42,926	23,848	23,848
Rec Center Lagoon Cabana - Counter	18	0	4	7,695	5,961	5,961
Rec Center Lagoon Cabana - Doors	22	0	8	13,545	8,563	8,563
Rec Center Lagoon Cabana - Drinking	25	0	24	11,800	472	0
Rec Center Lagoon Cabana - Fire Cab	20	0	6	722	503	503
Rec Center Lagoon Cabana - Partitn	15	0	1	12,765	11,900	11,900
Rec Center Lagoon Cabana - Plumbing	25	0	11	35,706	19,837	19,837
Rec Center Lagoon Cabana - Shower	18	0	13	30,349	8,430	0
Rec Center Lagoon Cabana - W. Heatr	10	0	0	4,654	4,654	4,654
Rec Center Lagoon Pool - Caulking	4	0	3	11,401	2,850	2,850
Rec Center Lagoon Pool - Chem Ctlr	10	0	5	13,425	6,713	6,713
Rec Center Lagoon Pool - CO2 System	10	0	5	9,470	4,735	4,735
Rec Center Lagoon Pool - Coping	12	0	10	46,402	6,911	6,911
Rec Center Lagoon Pool - Filter	15	0	1	49,000	45,678	45,678
Rec Center Lagoon Pool - Heater	10	0	2	32,322	25,858	25,858
Rec Center Lagoon Pool - Pump Acid	6	+8	0	657	657	657
Rec Center Lagoon Pool - Pump Chlor	6	0	1	657	548	548
Rec Center Lagoon Pool - Pump/Motor	10	+5	1	21,677	20,207	20,207
Rec Center Lagoon Pool - Replaster	10	0	5	95,474	43,866	43,866
Rec Center Office - Appliances	6	0	3	500	235	235
Rec Center Office - Blinds, Wood	8	0	2	529	389	389
Rec Center Office - Cabinet/Counter	20	0	6	18,828	13,108	13,108
Rec Center Office - Computers, 2014	6	0	0	2,966	2,966	2,966
Rec Center Office - Computers, 2019	6	0	5	2,718	453	453
Rec Center Office - Equipment, Wifi	8	-2	0	5,774	5,774	5,774
Rec Center Office - File Cabinets	15	0	1	1,500	1,398	1,398
Rec Center Office - Fire Panel	20	0	6	10,000	6,962	6,962
Rec Center Office - Floor, Carpet	6	0	0	2,001	2,001	2,001
Rec Center Office - Furniture	6	0	4	1,492	497	497
Rec Center Office - Software	8	0	2	5,000	3,681	3,681
Rec Center Office - Surveillance	8	0	7	38,909	4,864	4,864
Rec Center Patio Area - Art. Turf	18	0	11	14,036	5,458	5,458
Rec Center Patio Area - Cushions	8	0	7	3,049	381	381
Rec Center Patio Area - Fireplace	30	0	16	25,000	11,555	0
Rec Center Patio Area - Furn, 2012	16	0	8	18,270	9,135	9,135
Rec Center Patio Area - Furn, Orig	16	0	2	39,092	34,128	34,128
Rec Center Patio Area - Trash Recpt	16	0	9	6,855	2,999	2,999
Rec Center Pool Area - Art. Turf	18	0	17	11,175	522	0
Rec Center Pool Area - BBQ, Counter	18	0	4	17,825	13,808	13,808
Rec Center Pool Area - BBQ, Replace	8	0	7	9,800	1,225	1,225
Rec Center Pool Area - BBQ, Resort	6	0	2	2,307	1,505	1,505

Woodbury Community Association
RDA Owner's Summary

DESCRIPTION	USE LIFE	+/-	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Rec Center Pool Area - BBQ, Sink	25	0	11	777	432	432
Rec Center Pool Area - Canopy Frame	20	0	11	38,643	16,656	16,656
Rec Center Pool Area - Canopy Tops	5	0	0	19,299	19,299	19,299
Rec Center Pool Area - Drains	18	0	4	4,972	3,851	3,851
Rec Center Pool Area - Fire Cab	20	0	6	1,813	1,262	1,262
Rec Center Pool Area - Furniture	10	+5	1	107,050	99,792	99,792
Rec Center Pool Area - Lifeguard	10	+5	1	1,980	1,846	1,846
Rec Center Pool Area - Trash Recpt	16	0	10	31,990	11,996	11,996
Rec Center Pool Area - Trellis	25	0	11	114,234	63,463	63,463
Rec Center Pool Area - Umbrellas	2	0	1	24,174	12,087	12,087
Rec Center Resort Cabana - C Tile	25	0	11	21,134	11,741	11,741
Rec Center Resort Cabana - Counter	18	0	4	3,990	3,091	3,091
Rec Center Resort Cabana - Doors	22	0	8	10,779	6,814	6,814
Rec Center Resort Cabana - Drinking	25	0	24	7,564	303	0
Rec Center Resort Cabana - Fire Cab	20	0	6	1,091	760	760
Rec Center Resort Cabana - Partitn	15	+3	4	6,130	4,749	4,749
Rec Center Resort Cabana - Plumbing	25	0	11	23,562	13,090	13,090
Rec Center Resort Cabana - Shower	18	0	13	23,688	6,580	0
Rec Center Resort Cabana - W. Heatr	10	0	0	4,654	4,654	4,654
Rec Center Resort Pool - Booster	10	0	10	1,136	0	0
Rec Center Resort Pool - Caulking	4	0	3	10,280	2,570	2,570
Rec Center Resort Pool - Chair Lift	12	0	0	8,444	8,444	8,444
Rec Center Resort Pool - Chem Ctlr	10	0	5	13,425	6,713	6,713
Rec Center Resort Pool - Coping	12	0	10	28,714	4,786	4,786
Rec Center Resort Pool - Filter	15	0	1	38,623	36,004	36,004
Rec Center Resort Pool - Heater	10	0	4	27,974	16,784	16,784
Rec Center Resort Pool - Pump Acid	6	0	2	657	411	411
Rec Center Resort Pool - Pump Chlor	6	0	6	744	0	0
Rec Center Resort Pool - Pump/Motor	10	+6	2	20,170	17,609	17,609
Rec Center Resort Pool - Replaster	12	0	10	93,597	12,794	12,794
Rec Center Resort Spa - Caulking	4	0	3	278	69	69
Rec Center Resort Spa - Chem Contrl	10	0	5	8,585	4,293	4,293
Rec Center Resort Spa - Coping	8	0	6	4,367	1,092	1,092
Rec Center Resort Spa - Filter	15	0	1	3,130	2,918	2,918
Rec Center Resort Spa - Heater	10	0	3	4,180	2,848	2,848
Rec Center Resort Spa - Pump, Chem	6	0	1	1,314	1,095	1,095
Rec Center Resort Spa - Pump, Circ	5	0	0	1,406	1,406	1,406
Rec Center Resort Spa - Pump, Jets	10	+4	0	14,872	14,872	14,872
Rec Center Resort Spa - Replaster	8	0	6	11,690	2,923	2,923
Rec Center Sport - B.B., Backboard	20	0	6	12,190	8,487	8,487
Rec Center Sport - B.B., Caulking	8	0	7	2,178	189	189
Rec Center Sport - Tennis, Benches	12	0	6	16,980	8,490	8,490
Rec Center Sport - Tennis, Caulking	4	0	3	5,004	1,251	1,251
Rec Center Sport - Tennis, Fountain	25	0	14	8,575	3,724	0
Rec Center Sport - Tennis, Nets	5	0	4	1,480	296	296
Rec Center Sport - Tennis, Signage	12	0	7	3,218	1,341	1,341
Rec Center Sport - Tennis, Surface	6	0	5	28,764	4,794	4,794

Woodbury Community Association
RDA Owner's Summary

DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
Rec Center Sport - Tennis, Windscrn	6	0	4	12,608	4,203	4,203
Rec Center Sport - Trash Recptacle	16	0	10	9,140	3,428	3,428
Rec Center Sport - VB, Drinking Ftn	25	0	24	8,575	343	0
Rec Center Sport - VB, Nets	5	0	4	467	93	93
Rec Center Sport - VB, Sand Replace	8	0	2	4,960	3,680	3,680
Rec Center Wader - Caulking	4	0	3	699	175	175
Rec Center Wader - Chemical Contolr	10	0	5	8,585	4,293	4,293
Rec Center Wader - Coping, Replace	8	0	0	6,442	6,442	6,442
Rec Center Wader - Filter	15	0	1	2,667	2,486	2,486
Rec Center Wader - Heater	10	0	3	4,180	2,824	2,824
Rec Center Wader - Plaster & Tile	8	-3	0	9,496	9,496	9,496
Rec Center Wader - Pump & Motor	10	0	0	1,097	1,097	1,097
Rec Center Wader - Pump Acid	6	0	0	657	657	657
Rec Center Wader - Pump Chlorine	6	0	1	657	548	548
Rec Center Water Garden - Chem Ctr	10	0	5	8,585	4,293	4,293
Rec Center Water Garden - Filter	15	0	1	5,334	4,972	4,972
Rec Center Water Garden - Pump	5	0	0	2,812	2,812	2,812
Rec Center Water Garden - Pump Acid	6	0	0	657	657	657
Rec Center Water Garden - Pump Chl	6	0	1	657	548	548
Rec Center Water Garden - Replace	30	0	16	83,865	38,761	0
Rec Center Water Garden - UV System	10	0	5	52,096	26,048	26,048
*** CATEGORY SUMMARY:				3,217,270	1,750,257	1,593,806
Terrace Garden Park - Ball Climbers	25	0	11	21,435	12,004	12,004
Terrace Garden Park - BBQ	6	0	0	924	924	924
Terrace Garden Park - Benches	16	0	6	11,320	7,075	7,075
Terrace Garden Park - Counter Top	22	0	8	2,568	1,634	1,634
Terrace Garden Park - Doggie Bin	16	0	2	1,414	1,237	1,237
Terrace Garden Park - Drinking Ftn	25	0	11	8,575	4,802	4,802
Terrace Garden Park - Picnic Tables	12	+6	4	11,473	8,923	8,923
Terrace Garden Park - Table/Chairs	12	+3	1	8,926	8,331	8,331
Terrace Garden Park - Trash	16	+2	4	6,855	5,332	5,332
*** CATEGORY SUMMARY:				73,490	50,262	50,262
Woodland Garden Park - Barbecues	6	0	0	1,848	1,848	1,848
Woodland Garden Park - Bench	16	0	3	28,300	22,763	22,763
Woodland Garden Park - Bike Rack	22	0	9	804	465	465
Woodland Garden Park - Doggie Bin	16	0	3	1,414	1,137	1,137
Woodland Garden Park - Drink, 2018	25	0	23	9,460	728	0
Woodland Garden Park - Drink, Orig	25	0	12	9,460	4,795	4,795
Woodland Garden Park - EWF	6	0	5	29,396	4,899	4,899
Woodland Garden Park - P. Tables	12	+2	1	14,096	13,039	13,039
Woodland Garden Park - Structure	20	+3	10	216,096	119,337	119,337
Woodland Garden Park - Swing/Spin	20	0	19	34,950	1,748	0
Woodland Garden Park - Tables	16	0	3	3,384	2,722	2,722
Woodland Garden Park - Trash	16	0	3	4,570	3,676	3,676
Woodland Garden Park - Trellis	25	0	12	51,813	26,261	26,261

Woodbury Community Association
RDA Owner's Summary

DESCRIPTION	USE LIFE	+/- LIFE	REM LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
*** CATEGORY SUMMARY:				405,591	203,417	200,942
Grounds - Benches, Metal	16	0	6	200,930	125,581	125,581
Grounds - Doggie Bin	16	0	2	1,414	1,234	1,234
Grounds - Drink Fountain	25	0	11	8,575	4,764	4,764
Grounds - Trash Receptacles	16	0	1	86,830	81,403	81,403
Grounds - Trellis, Metal	25	0	10	15,229	9,138	9,138
Grounds - Trellis, Wood	25	0	10	69,402	41,641	41,641
Grounds - Urns, 2017	15	0	12	12,760	2,437	2,437
Grounds - Urns, 2020	15	0	15	8,120	0	0
Grounds - Urns, Original	15	+4	4	45,240	35,716	35,716
*** CATEGORY SUMMARY:				448,501	301,915	301,915
Mailboxes - Replacement	25	0	11	522,434	292,563	292,563
*** CATEGORY SUMMARY:				522,434	292,563	292,563
Signs - Bulletin Boards	12	0	0	5,545	5,545	5,545
Signs - Community Signs	20	0	8	100,000	60,000	60,000
Signs - Cypress Square	12	0	9	3,700	740	740
Signs - Directory Boards	12	0	0	20,736	20,736	20,736
Signs - Monument	20	0	19	92,174	4,609	0
Signs - Neighborhood Signs	25	-6	7	25,000	15,789	15,789
Signs - Parks	18	0	9	5,000	2,488	2,488
Signs - Parks & Pool	12	0	6	5,805	2,862	2,862
Signs - Parks & Rec Ctr, Tile	20	0	8	23,539	14,123	14,123
Signs - Parks, Stone	35	0	23	5,168	1,772	0
Signs - Recreation Center	15	0	14	34,176	2,278	0
Signs - Traffic	15	0	12	1,966	393	393
*** CATEGORY SUMMARY:				322,809	131,336	122,677
Irrigation - Backflow Devices	24	0	9	14,300	8,938	8,938
Irrigation - Controllers	15	0	9	448,500	176,376	176,376
Irrigation - Enclosures	30	0	17	142,538	61,766	0
Irrigation - Equipment	10	0	5	100,000	50,000	50,000
*** CATEGORY SUMMARY:				705,338	297,080	235,314
Landscape - Replacement/Refurbish	1	0	0	121,781	121,781	121,781
Landscape - Tree Trimming, Annual	1	0	0	750,000	750,000	750,000
Landscape - Tree Trimming, Palms	1	0	0	15,000	15,000	15,000
Landscape - Tree Trimming, Windrow	2	0	0	50,000	50,000	50,000
*** CATEGORY SUMMARY:				936,781	936,781	936,781

Woodbury Community Association
RDA Owner's Summary

DESCRIPTION	USE +/- REM LIFE LIFE	CURRENT COST	FULLY FUNDED RESERVES	ASSIGNED RESERVES
TOTAL ASSET SUMMARY:		14,821,695	8,331,813	6,877,055
CONTINGENCY @ 3.00%:			249,954	206,312
GRAND TOTAL:			8,581,768	7,083,367

Percent Fully Funded: 83%

Woodbury Community Association

Assessment and Reserve Funding Disclosure Summary For the Fiscal Year June 1, 2020 through May 31, 2021

- (1) The regular assessment per ownership interest is \$ 140.00 per month.
- (2) Additional regular or special assessments that have already been scheduled to be imposed or charged, regardless of the purpose, if they have been approved by the board and/or members:

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

- (3) Based upon the most recent reserve study and other information available to the board of directors, will currently projected reserve account balances be sufficient at the end of each year to meet the association's obligation for repair and/or replacement of major components during the next 30 years? **YES**
- (4) If the answer to (3) is no, what additional assessments or other contributions to reserves would be necessary to ensure that sufficient reserve funds will be available each year during the next 30 years that have not yet been approved by the board or the members?

Approximate date assessment will be due:	Amount per ownership interest per month or year:
n/a	n/a
	Total n/a

- (5) All major components are included in the reserve study and are included in its calculations.
- (6) Based on the method of calculation in paragraph (4) of subdivision (b) of Section 5570, the estimated amount required in the reserve fund at the end of the current fiscal year is \$8,581,768 based in whole or in part on the last reserve study or update prepared by Reserve Data Analysis California, LLC as of January 16, 2020. The projected reserve fund cash balance at the end of the current fiscal year is \$7,083,367 resulting in reserves being 83 percent funded at this date. If an alternate, but generally accepted, method of calculation is also used, the required reserve amount is \$8,581,768. The current deficiency in reserve funding expressed on a per unit basis is \$368.
- (7) Based on the method of calculation in paragraph (4) of subdivision (b) of section 5570 of the Civil Code, the estimated amount required in the reserve fund at the end of each of the next five budget years is (b), and the projected reserve fund cash balance in each of those years, taking into account only assessments already approved and other known revenues, is (a), leaving the reserve at (c) percent funding. *(See recommendation below)*

Year Ending	Projected Reserve Balance (a)	Estimated Amount Required in Reserves (b)	Percent Fully Funded (c)
2020-2021	7,932,917	9,270,008	86 %
2021-2022	8,091,500	9,249,964	87 %
2022-2023	8,881,267	9,890,545	90 %
2023-2024	9,912,573	10,787,175	92 %
2024-2025	10,510,184	11,241,801	93 %

If the reserve funding plan approved by the association is implemented, the projected reserve fund cash balance in each of those years will be (a), leaving the reserve at (b) percent funding. *(See approved budget below)*

Year Ending	Projected Reserve Balance (a)	Percent Fully Funded (b)
	Please See Above	

At the time this summary was prepared, the assumed long-term before tax interest rate earned on reserve funds was 1% per year, and the assumed long-term inflation rate to be applied to major component repair and replacement costs was 2.2% per year.

Note: The financial representations set forth in this summary are based on the best estimates of the preparer at that time. The estimates are subject to change. The preparer of this form will be indemnified and held harmless against all losses, claims, actions, damages, expenses or liabilities, including reasonable attorney's fees, to which may become subject in connection of this engagement, because of any false, misleading or incomplete information which has been relied upon by others, or which may result from any improper use or reliance on the disclosure by you or any third party.

Woodbury Community Association
Deferred Maintenance Disclosure

The scheduled repair of the reserve items listed below were deferred during the fiscal year ending May 31, 2020. The Board of Directors has determined the repair and/or replacement of these items is not needed at this time.

- Coral Tree Square Park – Barbeque
- Cypress Square Park – Park Tables
- Date Palm Spa – Coping, Replace
- Date Palm Wader – Coping, Replace
- Peppertree Pool Area – Furniture
- Peppertree Wader – Coping, Replace
- Peppertree Wader – Plaster & Tile
- Promenade Pool Area – Chaise Lounge, Lift, Wifi
- Recreation Center Sport – Volleyball Nets
- Recreation Center Wader – Caulking, Coping, Replace, Plaster & Tile, Pump Acid

During the next fiscal year, the Board of Directors is planning to fund reserves at 100% of the recommended level stated in the reserve study and will address increased reserve funding annually.

The budgeted contribution to reserves is being funded with assessments and interest. A copy of the full reserve study plan is available upon request. Printing charges will apply.

WOODBURY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS RESOLUTION

Upon motion duly made, seconded and carried, the Board of Directors for Woodbury Community Association adopted the following Resolution at its regular meeting on January 15, 2015.

WHEREAS, the Covenants, Conditions and Restrictions of Woodbury Community Association, require payment of regular and special assessments by all the owners of real property within said community in order to provide funds for payment of expenses for the upkeep, maintenance and preservation of the common areas therein, and for payment of other expenses associated with the normal operation of said Association's business and affairs, and

WHEREAS, said Covenants, Conditions and Restrictions provide the Association's Board of Directors with the power and authority to require regular and special assessments levied against owners of real property within said community (all of whom are required to be members of the Association as a condition of ownership) to be fully and timely paid, and

WHEREAS, the Board of Directors deems it to be in the best interests of the Association and all the Association's members to establish policies and practices relative to the Association's rights and remedies in event of default in payment of the regular and special assessments by any of the Association's individual members, and

NOW, THEREFORE, BE IT RESOLVED that the Association hereby adopts the following policies and practices in the event of any default in payment of the Association's regular and special assessments to be effective the 1st day of March 2015:

1. Assessments, late charges, interest, collection costs, and any attorneys' fees, are the personal obligation of the owner of the property at the time the assessment or other sums are levied.
2. Regular monthly assessments are due and payable on the first day of each month. A courtesy billing statement is sent each month to the billing address on record with the Association. However, it is the owner of record's responsibility to pay each assessment in full regardless of whether a statement is received. All other assessments, including special assessments, are due and payable on the date specified by the Board in the notice imposing such assessment.
3. Any payments made shall be first applied to assessments owed, and, only after the assessments owed are paid in full, shall such payments be applied to late charges, interest and collection expenses, including attorneys', trustee or small claims fees, unless the owner and that Association enter into an agreement providing for payments to be applied in a different manner.
4. When any regular or special assessment remains unpaid fifteen (15) days past its due date, said assessment shall be subject to a late charge not exceeding ten percent (10%) of the delinquent assessment or ten dollars (\$10.00), whichever is greater in accordance with California Civil Code 5650(b)(2), unless the declaration specifies a smaller amount.
5. In accordance with California Civil Code 5650(b)(3), the Board of Directors shall impose interest on all sums, including the delinquent assessment, reasonable costs of collection, and late charges, at a rate not to exceed twelve percent (12%) per annum, commencing 30 days after the assessment becomes due, unless the declaration specifies a rate of a lesser amount.

6. When any assessment remains unpaid forty-five (45) days past its due date, the Association, through its Management Company, shall mail a Pre-Lien Notification to the owner as required by California Civil Code 5660 by certified and first class mail, to the owner's mailing address of record advising you of the delinquent status of the account, impending collection action and the owner's right to request that the Association participate in the "meet and confer" program or in some form of internal dispute resolution process ("IDR"). The owner will be charged a fee for the pre-lien notification, which shall be charged to the delinquent member's account.

7. Within fifteen (15) days from the date of the postmark of the Pre-Lien Notification, a delinquent owner may submit a written request to the Association to meet with the Board to discuss a payment plan for the amount set forth in the Pre-Lien Notification letter. The Board shall meet with the delinquent homeowner in executive session within forty-five (45) days of the date of the postmark of the written request. Each request is handled on a case-by-case basis. 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 on an owner's separate interest to secure payment for the owner's delinquent assessments. If the Board authorized a payment plan, it may incorporate payment of ongoing assessments that accrue during the payment plan period. If a payment plan is approved, additional late fees for the homeowner will not accrue while the owner remains current under the terms of the payment plan. If the owner breaches an approved payment plan, the Association may resume its collection action from the time the payment plan was approved.

8. If an owner fails to pay the amounts set forth in the Pre-Lien notification and fails to request IDR within forty-five (45) days of the date of the Pre-Lien notification, the Board shall decide, by majority vote in an open meeting, whether to record a Notice of Delinquent Assessment (Lien) for the amount of any delinquent assessments, late charges, interest and/or costs of collection. This lien shall be recorded in the office of the County Recorder and mailed to the delinquent member. A fee for the lien processing work and a fee for the preparation and mailing said Notice of Delinquent Assessment by the Agent, Trustee or Attorney employed by the Association, shall be charged to the delinquent member's account. The lien may be enforced in any manner permitted by law, including without limitation, a small claims judgment, judicial or non-judicial foreclosure. *"The owner will be called to a hearing where their rights and easements of the use and enjoyment of the recreational amenities, including all Association owned pool and facilities, will be suspended effective immediately until the account is brought current and is no longer delinquent"*.

9. The decision to foreclose on a lien must be made by a majority of the Board of Directors in an Executive Session meeting and the Board of Directors must record their votes in the minutes of the next open meeting of the Board. The Board must maintain the confidentiality of the delinquent owner(s) by identifying the matter in the minutes by only the parcel number of the owner's property. Prior to initiating any foreclosure sale on a recorded lien, the Association shall offer delinquent homeowners the option of participating in IDR or Alternative Dispute Resolution ("ADR")

10. After thirty (30) days from recording the Notice of Delinquent Assessment, the Association may turn the members account over to the Association's Attorney or Trustee to enforce the lien by proceeding with judicial or non-judicial foreclosure sale when either (a) the delinquent assessment amount totals One Thousand, Eight Hundred Dollars (\$1,800.00) or more, excluding accelerated assessments and specified late charges and fees or (b) the assessments are delinquent for more that twelve (12) months. However, upon review of the Association Member's delinquent account, the Board may decide to take small claims court action. The Association is authorized under California law to charge the owner reasonable costs of collection for any action utilized.

11. **“IMPORTANT NOTICE: IF YOUR SEPARATE INTEREST IS PLACED IN FORECLOSURE BECAUSE YOU ARE BEHIND IN YOUR ASSESSMENTS, IT MAY BE SOLD WITHOUT COURT ACTION”**

12. An owner is entitled to inspect the Association’s accounting books and records to verify the amounts owed on their account pursuant to California Civil Code 5205. If it is determined that the owner has paid the assessments on time, the owner will not be liable to pay the charges, interest, and costs of collection associated with collection of those assessments.

13. Owners have the right to provide a secondary address for mailing for purposes of collection to the Association. An owner may identify or change a secondary address at any time, provided that, if a secondary address is identified or changed during the collection process, the Association shall only be required to send notices to the indicated secondary address from the point the Association receives the request.

14. Prior to recordation of the release of any lien, or dismissal of any legal action, all assessments, late charges, interest, and costs of collection, including attorneys’ fees, must be paid in full to the Association. The mailing address for overnight payments of assessments is 16775 Von Karman, Suite 100, Irvine, CA 92606 unless the account has been turned over to the association’s trustee or attorney, then the homeowner would need to call said party for the full amount owed and their correct mailing address.

15. The foregoing policies and practices shall remain in full force and effect until such time as they may be changed, modified, or amended in their entirety, by a duly adopted Resolution of the Board of Directors of Woodbury Community Association. This policy is subject to change upon thirty (30) day written notice.

Woodbury Community Association
Fee Schedule Addendum

Late Notice	\$ 10.00
Pre-lien Letter	\$100.00
Lien Processing	\$325.00
Foreclosure Prep Fee	\$100.00
Small Claims Prep Fee	\$100.00
Small Claims Attendance Fee	\$100.00
Small Claims Collection Fee	\$100.00
Payment Plan Fee	\$ 75.00 (per 6 months)
Return Payment Fee	\$ 25.00

Note: Fees and Costs for Collection Services are Subject to Change without Notice



W O O D B U R Y

VIOLATION ENFORCEMENT POLICY

Enforcement of the Association's Governing Documents, including the CC&Rs and the Association's Rules and Regulations is an important function of the Board of Directors. The Board takes this obligation very seriously as the enforcement of the Governing Documents protects the community's property values and ensures that the community remains an attractive and desirable place to live. As such, violations of the Governing Documents are addressed by the Board as quickly as reasonably possible, and Owners who are in violation may find themselves facing a hearing, having to pay fines, or even facing litigation.

The following policy sets forth the process by which the Board will consider action when an Owner is in violation of the Governing Documents. While the Board would prefer to resolve matters informally, there may be times when more formal proceedings or even litigation is necessary to obtain an Owner's compliance and protect the other Members of the Association who voluntarily comply. Should litigation be required the Association will seek to recover all legal fees it incurs in pursuing the matter. As may be expected those fees are often substantial, and the Board would much prefer that Owners voluntarily comply with the Association's Governing Documents.

1. All violations which are reported by individual homeowners must meet the following criteria:
 - a. Violation report must be in writing.
 - b. Party making complaint (no anonymous complaints) must sign violation report.
 - c. Violation report must identify individual in alleged violation either by name or address. Physical descriptions are not sufficient for identification of individuals. Automobile descriptions and or license plate numbers are also not sufficient for identification of individual in violation.

The Board may, but need not necessarily, send a courtesy notice to the homeowner advising the nature of the violation and a time limit to rectify the violation. If the Board elects to send a courtesy notice to the homeowner, failure to comply with the request to rectify the violation, or respond to the Board of Directors may result in a Notice of Hearing.

2. The Board may schedule a hearing and forward a Notice of Hearing to Owners it believes to be in violation. Any notice, requesting appearance on a specified date to be heard by the Board of Directors, shall be given at least fifteen (15) days prior to the hearing.
3. If the violation is confirmed at the hearing, then the Board of Directors may take any one or more of the following actions:
 - a. Levy a Compliance Assessment or monetary penalty in the amount of \$250.00 per violation for the first thirty (30) day period of each violation; \$500.00 per violation for the second thirty (30) day period of each violation; \$1,000.00 per violation for the third thirty (30) day period of each violation and a maximum of \$2,000.00 per violation for the fourth thirty (30) day period of each violation.



W O O D B U R Y

- b. Suspend for up to thirty (30) days or condition the homeowner's right to use any recreational facilities the Association owns, operates or maintains commencing on a date in the future selected by the Board;
- c. Submit the matter to legal counsel for further action, including, but not limited to, commencement of the alternative dispute resolution process or filing of a civil lawsuit.

NOTE: The Board may determine to use alternative dispute resolution or cause correction of the violation to affect a cure. Owner shall be responsible for legal fees and/or reimbursement of costs to Woodbury Community Association.

NOTE: Should a violation occur which imposes a financial obligation on the Association; the party responsible for said violation shall reimburse, by way of a Damage Reimbursement Assessment, the Association for this financial obligation. If, for example, a party damages a fence, tree or any other Association Property, repair and replacement costs will be charged to that party.

4. Hearing: The hearing shall be held before the Board of Directors in Executive Session. Additionally, the following protocol shall be observed:
 - a. At such hearing the Member so charged shall have the right to hear the charges and evaluate evidence concerning the alleged violation.
 - b. At the hearing, the Member shall have the right to present oral and/or written evidence concerning the alleged violation.
 - c. Hearings will not be rescheduled at the convenience of the Member accused of the violation. Members who do not choose to attend the hearing may submit written evidence for Board consideration.
5. Results: The results of the hearing, including any action to be taken, shall be delivered to the Member within fifteen (15) days following the date of the hearing.

ALTERNATIVE DISPUTE RESOLUTION SUMMARY

California *Civil Code* Sections 5925 through 5965 require community associations and their homeowners to offer to participate in some form of Alternative Dispute Resolution (“ADR”) prior to initiating certain types of lawsuits in superior court. ADR means mediation, arbitration, conciliation, or other non-judicial procedure that involves a neutral party in the decision making process. ADR may either be binding or non-binding, as may be agreed to by the parties. This Summary of the ADR statutes is being distributed as required by California *Civil Code* Section 5960.

I. When ADR Must be Offered Prior to Initiating Enforcement Action:

An association or an owner may not file certain lawsuits in superior court unless an effort has been made to submit the dispute to ADR as required by law. Generally, ADR must be offered before filing a civil action or proceeding that seeks:

- A. A judicial declaration of the rights and responsibilities of the parties, only; or
- B. A writ of mandate or a writ of prohibition, only; or
- C. Permanent injunctive relief only; or
- D. Declaratory relief, writ relief, or injunctive relief, combined with a claim for monetary damages of five thousand dollars or less

It is not necessary to offer ADR prior to filing any other type of superior court action, or prior to filing any type of small claims action. Except as otherwise provided by law, the ADR requirement does **not** apply to an assessment dispute.

II. Compliance Procedures:

The ADR process is initiated by one party serving all other parties with a “Request for Resolution,” which shall include:

- A. A brief description of the dispute between the parties;
- B. A request for ADR;
- C. When directed to an owner, the request must be accompanied by a copy of the ADR statutes;
- D. A notice to all parties that they are required to respond within 30 days of receipt, or else the offer of ADR is deemed rejected; and

Service of the Request must be by personal delivery, first-class mail, express mail, facsimile transmission, or other means reasonably calculated to provide the intended recipient actual notice of the Request. If the Request is accepted, ADR must be completed within 90 days of the receipt of the acceptance, unless the parties sign a written agreement extending the completion date.

The cost of ADR is to be borne by the parties. Unless the parties agree, no oral or written evidence or statements made in an ADR proceeding, other than arbitration, are admissible as evidence in a later lawsuit.

Each homeowner should consult with his or her own attorney regarding appropriate compliance with the ADR statutes.

III. Failure to Participate in Some Form of ADR Prior to Enforcement Action:

Should a party unreasonably refuse to participate in ADR before the lawsuit is filed, the court may, in its discretion, take this refusal into consideration in determining the amount of attorney's fees and costs ultimately awarded at trial. In accordance with the disclosure requirement of California *Civil Code* Section 5965, please be advised that:

“Failure of a member of the Association to comply with the alternative dispute resolution requirements of Section 5930 of the Civil Code may result in the loss of your right to sue the association or another member of the association regarding enforcement of the governing documents or the applicable law.”

IV. Association's Policy of Early Dispute Resolution:

In accordance with the California *Civil Code*, a fair, reasonable, and expeditious procedure exists for resolving disputes between Association and an owner involving their rights, duties or liabilities under the Davis Stirling Common Interest Development Act, the Nonprofit Mutual Benefit Corporation Law, or the Association's governing documents. The procedure supplements, but does not replace the ADR process summarized above. The procedure follows:

- A. Either party may request the other, in writing, to meet and confer. While a homeowner may refuse a request to meet and confer, the Association may not.
- B. The Board shall designate a member of the Board to meet and confer with the owner.
- C. The parties shall meet promptly at a mutually convenient time and place to explain their positions and confer in good faith in an effort to resolve the dispute.
- D. A resolution of the dispute shall be memorialized in writing and signed by the parties.
- E. An agreement reached using this procedure binds the parties and is judicially enforceable if it is not in conflict with the law or the governing documents and the agreement is either consistent with the authority granted by the Board of Directors to the Board member who met with the owner, or if the agreement is ratified by the Board.
- F. An owner may not be charged a fee to participate in the process.

V. Internal Dispute Resolution:

California *Civil Code* Sections 5900 through 5920 require community associations and their homeowners to participate in some form of Internal Dispute Resolution (“IDR”) prior to initiating certain types of disputes in superior court. This summary of the IDR procedure is being distributed as required by California *Civil Code* Section 5920. The below applies in an Association that does not otherwise provide a fair, reasonable, and expeditious IDR procedure meeting the minimum requirements described in California *Civil Code* 5910.

- A. The party may request the other party to meet and confer in an effort to resolve the dispute. The request shall be made in writing.
- B. A member of an Association may refuse a request to meet and confer. An Association may not refuse a request to meet and confer.
- C. The Association's Board of Directors shall designate a member of the Board to meet and confer.
- D. The parties shall meet promptly at a mutually convenient time and place, explain their positions to each other, and confer in good faith in an effort to resolve the dispute.
- E. A resolution of the dispute agreed to by the parties shall be memorialized in writing and signed by the parties, including the Board designee on behalf of the Association.
- F. An agreement reached under this section binds the parties and is judicially enforceable if both of the following conditions are satisfied:
 - 1. The agreement is not in conflict with the law or the governing documents of the common interest development or Association.
 - 2. The agreement is either consistent with the authority granted by the Board of Directors to its designee or the agreement is ratified by the Board.
- G. A member of the Association may not be charged a fee to participate in the process.

Woodbury Community Association

Types of Changes Requiring Approval by the Architectural Committee/Design Review Committee

All proposed exterior modifications, alterations, additions or changes must be submitted to the AC/DRC for approval **prior** to any installation or commencement of construction.

The above mentioned installation, alterations, additions or changes may include, but are not limited to, walls, arbors, decks, gazebos, fences, fountains, pools, spas, landscaping, hardscape, patios, pottery, gates, light fixtures, fire-pits, barbeques, umbrellas, statues, room additions, solar, window replacements, etc.

Procedure Used to Review & Approve or Disapprove a Proposed Change

Homeowner shall submit all of the following:

1. Property Improvement Form/Application.
2. Plan & Specifications (3 sets). 2 copies will be returned to the Owner and 3 sets will be retained by the Association after it is reviewed.
3. Photographs, brochures and/or material samples (1 set) where applicable (items provided will **not** be returned to the Owner).
4. A security deposit of \$500.00 is required as well as the following fees: \$225.00 for new home landscape/hardscape, \$100.00 for painting, room additions, front/rear yard landscape changes, patio cover, solar panels, to paint the home, doors, windows and lighting and \$75.00 for gate change.

Upon receipt, the information will be reviewed for completeness. Should any of the above items not be submitted, the entire submittal shall be returned to the owner noting the missing information. An application will not be “submitted” until it is complete.

If the submittal is complete, the management company will log the submittal, send a confirmation of receipt to the owner, and send the submittal package to the AC/DRC for review.

The AC/DRC has 45 days to review the submittal (from the date received by management). Should the homeowner not receive a response within 45 days from receipt by the Association, the submittal shall be deemed approved. A deemed approved submittal does not provide rights to the homeowner to violate alteration of the common area or Association maintenance areas regardless of submittal information.

The AC/DRC shall review submittals for the purpose of determining if the proposed improvements meet the Architectural Guidelines/Design Review Guidelines and that the appearance of any structure affected will be in harmony with the surrounding structures,

that the construction will not detract from the beauty, wholesomeness or attractiveness of the Common Area or the enjoyment by the Members, and that the upkeep and maintenance will not become a burden on the Association.

Any changes to the exterior of a residence must be specifically called out, in detail, in order for them to be approved. Unless specified by the submitting owner, any installation will be assumed to be in strict accordance with the Association's architectural guidelines. Proposed plans must also depict any easements within the property, and, in the case of a relocated improvement (such as a wall, fence or similar structure), the plans must depict both the original location of the improvement and the proposed new location.

The AC/DRC review is for aesthetics only. Homeowners must defer to their professional consultant to determine if a permit is needed, if utility or other City/County easements exist and verification of property lines. If one neighbor accuses another of building onto their property, it is a neighbor to neighbor issue.

The AC/DRC will complete its review and send the submittal package back to management noting whether it is approved or not and any reasons for the denial, if applicable. Management will log the submittal as returned and send one set back to the homeowner. If denied, the homeowner must start this process again with the required number of plans and application copies as noted above.

Woodbury Community Association
INSURANCE SUMMARY DISCLOSURE

Pursuant to Section 5300(a)-(b) of the California Civil Code, the association is providing you with the following information regarding its insurance policies.

A. General Liability Insurance

1. The insurer is Continental Casualty Company.
2. The policy limits of the insurance are \$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate.
3. The insurance deductible is \$0.

B. Property Insurance

1. The insurer is Mid-Century Insurance Company.
2. The policy limit of the insurance is \$8,492,800.00.
3. The insurance deductible is \$1,000.00.

C. Earthquake Insurance

1. The insurer is N/A.
2. The policy limit of the insurance is N/A.
3. The insurance deductible is N/A.

D. Umbrella Liability Insurance

1. The insurer is Federal Insurance Company.
2. The policy limit of the insurance is \$15,000,000.00
3. The insurance deductible is \$0.

E. Fidelity Insurance

1. The insurer is Continental Casualty Company.
2. The policy limit of the insurance is \$7,500,000.00
3. The insurance deductible is \$500.00.

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

The Association will notify you as soon as reasonably practical if any of these policies are canceled and not immediately replaced. If a policy is renewed or a new policy is issued to replace a policy and there is no lapse in coverage, the association will notify you in its next available mailing to members.

WOODBURY COMMUNITY ASSOCIATION

Charges for Documents Provided

This disclosure is provided to you in accordance with the requirements of California Civil Code Section 4528.

CHARGES FOR DOCUMENTS PROVIDED AS REQUIRED BY SECTION 4525*

The seller may, in accordance with Section 4530 of the Civil Code, provide to the prospective purchaser, at no cost, current copies of any documents specified by Section 4525 that are in the possession of the seller.

A seller may request to purchase some or all of these documents, but shall not be required to purchase ALL of the documents listed on this form.

Property Address:

Owner of Property:

Owner's Mailing Address (If known or different from property address.):

Provider of the Section 4525 Items:

Print Name _____ Position or Title _____ Association or Agent Date Form Completed:

Check or Complete Applicable Column or Columns Below

Document	Civil Code Section	Fee	Not Available (N/A), Not Applicable (N/App), or Directly Provided by Seller and confirmed in writing by Seller as a current document (DP)
Articles of Incorporation or statement that not incorporated	Section 4525(a)(1)	\$25.00	
CC&Rs	Section 4525(a)(1)	\$45.00	
Bylaws	Section 4525(a)(1)	\$35.00	
Operating Rules	Section 4525(a)(1)	\$15.00	
Age restrictions, if any	Section 4525(a)(2)	No Cost	
Rental restrictions, if any	Section 4525(a)(9)	No Cost	
Annual budget report or summary, including reserve study	Sections 5300 and 4525(a)(3)	\$35.00	
Assessment and reserve funding disclosure summary	Sections 5300 and 4525(a)(4)	No Cost	
Financial statement review	Sections 5305 and 4525(a)(3)	\$40.00	
Assessment enforcement policy	Sections 5310 and 4525(a)(4)	No Cost	
Insurance summary	Sections 5300 and 4525(a)(3)	No Cost	
Regular assessment	Section 4525(a)(4)		
Special assessment	Section 4525(a)(4)	No Cost	
Emergency assessment	Section 4525(a)(4)		
Other unpaid obligations of seller	Sections 5675 and 4525(a)(4)		
Approved changes to assessments	Sections 5300 and 4525(a)(4), (8)		
Settlement notice regarding common area defects	Sections 4525(a)(6), (7), and 6100		
Preliminary list of defects	Sections 4525(a)(6), 6000, and 6100		
Notice(s) of violation	Sections 5855 and 4525(a)(5)		
Required statement of fees	Section 4525	\$300.00	Please verify fee w/escrow supervisor
Minutes of regular board meetings conducted over the previous 12 months, if requested	Section 4525(a)(10)	\$60.00	

* The information provided by this form may not include all fees that may be imposed before the close of escrow. Additional fees that are not related to the requirements of Section 4525 shall be charged separately.