



Brown Community Management, Inc.

Community Association Management Services

**Greenway Parc Two at Surprise
Homeowners Association**

February 2023

Financial Packet



Micalah.williams@brownmanagement.com

Community Manager

Micalah Williams



BROWN COMMUNITY MANAGEMENT, INC.
Community Association Management Services

Greenway Parc at Surprise Two
Thursday, January 23, 2022, Open Session Meeting
Community Park
5:30 PM

Agenda

- I. Call to Order**
- II. Establish a Quorum**
- III. Approval of Meeting Minutes**
 - 12/11/22 meeting minutes
- IV. Treasurer's Report**
 - Financial Statement: January 2023
- V. Old Business**
 - Solar lights
- VI. New Business –**
 - Association Insurance Renewal
 - New Manager-Micalah Williams
- VII. Open Forum**

In accordance with A.R.S. Section 33-1804, an opportunity is provided to the homeowners to address the Board on items that are both on and not on the agenda. Homeowners will be allotted 3 minutes for their comments. Homeowner Forum will be closed if the Board determines it has become unprofessional.
- VIII. Next Meeting Date**

The next meeting is to be determined.
- IX. Adjourn**



BROWN COMMUNITY MANAGEMENT, INC.
Community Association Management Services

GREENWAY PARC AT SURPRISE TWO
December 11th, 2022, Open Session Meeting Minutes

Call to Order:

Community Manager called the meeting to order at 3:00pm

Directors Present:

Jason Etzel – Board President, Anthony Winkler – VP/Treasurer, Zack Galeener Secretary

Approval of Meeting Minutes:

No prior meeting minutes available due to manager transition

Treasurer's Report:

Financial Statement: Anthony reviewed the budget, did not have November financials available to review due to management transition.

New Business

- a. **Playground upgrade:** The board would like to have the sand removed. Also, the board wants to add a shade to the playground area.
- b. **New Management:** The board let the community know that a new permeant manager will be assigned to the community to take over for Danielle Torres
- c. **Shed Destroyed:** The message board was vandalized along with multiple flower beds in the community. The board will work with the management company to see what can be done about this as far as reporting.
- d. **Electricity around monument:** The board discussed possibility of adding electricity around monument to have brighter lights at the display, will look into options to get that done.
- e. **Wall repair:** Wall on 159th that was damaged by tree to be repaired.

Open Forum

- a. Homeowners brought up several topics for the community to be aware of.
 1. Landscapers not doing a good job in the community and owner would like new landscaper- The board stated that they will keep an eye out for landscaping issues. As for new landscaper the board referred to the budget stating the association does not currently have the budget for a new landscaper.
 2. Owner asked why the landscaping and tree trimming cost are separated in the budget- the board advised that the budget was complete before the current contract and that the tree trimming cost is usually a separate cost with other landscapers.

Next Meeting Date

The next meeting TBA

Adjourn – Meeting adjourned at 3:53pm

DRAFT



GREENWAY PARC II COMMUNITY ASSOCIATION

Management Report February 2022

1. Financials for Review – January 2023
 - Cash Operating Assets at \$134,751
 - Cash Reserve Assets at \$121,453
 - Total Assets at \$256,205
 - Total Operating Expenses at \$4,694 Year to Date
 - Current Monthly Income: \$16,911
 - Current Monthly Expense: \$4,694
 - Net Operating **Income** for Month: \$12,217
 - Net Operating **Income** for Year: \$12,217
 - **Under** Budget for Month: \$9,034
 - **Under** Budget for Year: \$9,034

Significant Highlights for the Month:

Association is currently under budget for the year.

2. Manager Updates & Action Items
3. Bids & Proposals
4. Delinquency Status Report
 - a. Aged Owner Balances at \$18,078
 - b. Delinquent Assessments at \$8,377
 - c. Homeowner Care Collected \$2,776, Return on cost 335%

Submitted By:
Micalah Williams
Community Manager

Greenway Parc at Surprise Two Community Association
Balance Sheet
1/31/2023

	Operating	Reserve	Total
Assets			
<u>Operating Cash</u>			
1010 - CIT Operating 7054	\$132,252.36		\$132,252.36
1080 - Debit Card 6032	\$2,499.56		\$2,499.56
<u>Total Operating Cash</u>	\$134,751.92		\$134,751.92
 <u>Reserve Cash</u>			
1270 - CIT Reserve 3575		\$121,453.08	\$121,453.08
<u>Total Reserve Cash</u>		\$121,453.08	\$121,453.08
 <i>Assets Total</i>	 \$134,751.92	\$121,453.08	\$256,205.00
 Liabilities & Equity			
<u>Liabilities</u>			
3310 - Prepaid Assessments (Unearned Income)	\$23,404.48		\$23,404.48
<u>Total Liabilities</u>	\$23,404.48		\$23,404.48
 <u>Retained Earnings</u>	 \$99,130.35	\$118,917.56	\$218,047.91
 <u>Net Income</u>	 \$12,217.09	\$2,535.52	\$14,752.61
 <i>Liabilities and Equity Total</i>	 \$134,751.92	\$121,453.08	\$256,205.00

Greenway Parc at Surprise Two Community Association
Income Statement - Operating
1/1/2023 - 1/31/2023

1/1/2023 - 1/31/2023

1/1/2023 - 1/31/2023

Accounts	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
Income							
<u>Operating Income</u>							
6310 - Assessment Income	\$17,230.39	\$18,358.00	(\$1,127.61)	\$17,230.39	\$18,358.00	(\$1,127.61)	\$220,296.00
6315 - Working Capital	\$134.00	\$0.00	\$134.00	\$134.00	\$0.00	\$134.00	\$0.00
6340 - Late Fee Income	\$809.33	\$0.00	\$809.33	\$809.33	\$0.00	\$809.33	\$0.00
6370 - Owner Collection Costs	\$389.93	\$0.00	\$389.93	\$389.93	\$0.00	\$389.93	\$0.00
6375 - Violation/Fine Income	\$592.00	\$0.00	\$592.00	\$592.00	\$0.00	\$592.00	\$0.00
6510 - Transfer Fees	\$250.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	\$0.00
6910 - Interest Income	\$5.51	\$0.00	\$5.51	\$5.51	\$0.00	\$5.51	\$0.00
6990 - Reserve Income Allocation	(\$2,500.00)	(\$2,500.00)	\$0.00	(\$2,500.00)	(\$2,500.00)	\$0.00	(\$30,000.00)
Total Operating Income	\$16,911.16	\$15,858.00	\$1,053.16	\$16,911.16	\$15,858.00	\$1,053.16	\$190,296.00
Total Income	\$16,911.16	\$15,858.00	\$1,053.16	\$16,911.16	\$15,858.00	\$1,053.16	\$190,296.00
Expense							
<u>General & Administrative</u>							
7015 - Web Hosting	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$1,450.00
7020 - Accounting Fees/Tax Prep	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00
7140 - Audit/Compilation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$565.00
7160 - Legal Fees	\$0.00	\$265.00	\$265.00	\$0.00	\$265.00	\$265.00	\$3,200.00
7165 - Collection Fees	\$585.00	\$500.00	(\$85.00)	\$585.00	\$500.00	(\$85.00)	\$6,000.00
7260 - Postage & Mail	\$315.92	\$265.00	(\$50.92)	\$315.92	\$265.00	(\$50.92)	\$3,315.00
7280 - Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00
7296 - Enhanced Compliance	\$0.00	\$50.00	\$50.00	\$0.00	\$50.00	\$50.00	\$600.00
7357 - NSF Fee	\$20.00	\$0.00	(\$20.00)	\$20.00	\$0.00	(\$20.00)	\$0.00
7400 - Copies & Envelopes	\$0.00	\$150.00	\$150.00	\$0.00	\$150.00	\$150.00	\$1,900.00
7420 - Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$395.00
7430 - Income Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
7450 - Other Taxes, Permits & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$215.00
7455 - Mass Mailing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
7460 - Meeting Expense	\$0.00	\$20.00	\$20.00	\$0.00	\$20.00	\$20.00	\$240.00
7470 - Social Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
7890 - Misc. General Administrative	\$542.00	\$250.00	(\$292.00)	\$542.00	\$250.00	(\$292.00)	\$3,000.00
7895 - Billing Statements	\$513.60	\$520.00	\$6.40	\$513.60	\$520.00	\$6.40	\$6,240.00
Total General & Administrative	\$1,976.52	\$2,120.00	\$143.48	\$1,976.52	\$2,120.00	\$143.48	\$32,620.00
<u>Utilities</u>							
8910 - Electricity	\$130.34	\$140.00	\$9.66	\$130.34	\$140.00	\$9.66	\$1,644.00
8920 - Water & Sewer	\$710.21	\$900.00	\$189.79	\$710.21	\$900.00	\$189.79	\$14,850.00
Total Utilities	\$840.55	\$1,040.00	\$199.45	\$840.55	\$1,040.00	\$199.45	\$16,494.00
<u>Maintenance</u>							
9005 - Plants/Shrubs/Flowers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
9010 - Tree Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,430.00
9015 - Sprinkler/Irrigation Repair	\$0.00	\$300.00	\$300.00	\$0.00	\$300.00	\$300.00	\$3,600.00
9020 - Grounds Maintenance	\$0.00	\$300.00	\$300.00	\$0.00	\$300.00	\$300.00	\$3,500.00
9026 - Overseeding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
9029 - Pest Control	\$190.00	\$0.00	(\$190.00)	\$190.00	\$0.00	(\$190.00)	\$0.00

Greenway Parc at Surprise Two Community Association
Income Statement - Operating
1/1/2023 - 1/31/2023

1/1/2023 - 1/31/2023

1/1/2023 - 1/31/2023

Accounts	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
9040 - Storm Damage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
9044 - Tree Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
9115 - Painting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
9116 - Backflow Test	\$0.00	\$80.00	\$80.00	\$0.00	\$80.00	\$80.00	\$80.00
9145 - Fence/Wall Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
9235 - Playground Repair/Maint.	\$0.00	\$700.00	\$700.00	\$0.00	\$700.00	\$700.00	\$9,100.00
<u>Total Maintenance</u>	\$190.00	\$1,380.00	\$1,190.00	\$190.00	\$1,380.00	\$1,190.00	\$31,610.00
<u>Contract Service Expense</u>							
7010 - Management Fees	\$1,487.00	\$1,487.00	\$0.00	\$1,487.00	\$1,487.00	\$0.00	\$17,844.00
9610 - Lawn Maint. & Landscaping	\$0.00	\$7,350.00	\$7,350.00	\$0.00	\$7,350.00	\$7,350.00	\$88,200.00
9750 - Pest Control/Extermination	\$200.00	\$190.00	(\$10.00)	\$200.00	\$190.00	(\$10.00)	\$2,880.00
9770 - Playground Maintenance	\$0.00	\$162.00	\$162.00	\$0.00	\$162.00	\$162.00	\$648.00
<u>Total Contract Service Expense</u>	\$1,687.00	\$9,189.00	\$7,502.00	\$1,687.00	\$9,189.00	\$7,502.00	\$109,572.00
Total Expense	\$4,694.07	\$13,729.00	\$9,034.93	\$4,694.07	\$13,729.00	\$9,034.93	\$190,296.00
Operating Net Income	\$12,217.09	\$2,129.00	\$10,088.09	\$12,217.09	\$2,129.00	\$10,088.09	\$0.00

Greenway Parc at Surprise Two Community Association
Income Statement - Reserve
1/1/2023 - 1/31/2023

Accounts	1/1/2023 - 1/31/2023			1/1/2023 - 1/31/2023			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Income							
<u>Reserve Income</u>							
6911 - Reserve Interest	\$35.52	\$0.00	\$35.52	\$35.52	\$0.00	\$35.52	\$0.00
6925 - Reserve Contribution	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00
Total Reserve Income	\$2,535.52	\$0.00	\$2,535.52	\$2,535.52	\$0.00	\$2,535.52	\$0.00
Total Income	\$2,535.52	\$0.00	\$2,535.52	\$2,535.52	\$0.00	\$2,535.52	\$0.00
Expense							
Total Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reserve Net Income	\$2,535.52	\$0.00	\$2,535.52	\$2,535.52	\$0.00	\$2,535.52	\$0.00

Greenway Parc at Surprise Two Community Association
Check Register Report
1/1/2023 - 1/31/2023

Account #	Check #	Check Date Invoice	Vendor or Payee Line Item	Check Amt	Expense Account	Invoice	Paid
1010	On-Line	1/3/2023 9877341000	APS 9877341000 - ELECTRIC	\$130.34	8910 Electricity	\$130.34	\$130.34
1010	281	1/4/2023 3493120122	TOT LOT SERVICES, INC. Lot maintenance	\$162.00	7890 Misc. General Administrative	\$162.00	\$162.00
1010	282	1/4/2023 24858122022	BIRCHER EXTERMINATING SERVICE Pest control service	\$190.00	9029 Pest Control	\$190.00	\$190.00
1010	On-Line	1/12/2023 0087235	EPCOR WATER (USA), INC 0087235 Water	\$710.21	8920 Water & Sewer	\$710.21	\$710.21
1010	283	1/12/2023	BCM - ACH	\$1,209.52			
		20230111_10072	Disbursement: Postage		7260 Postage & Mail	\$315.92	\$315.92
		20230111_10072	Disbursement: Compliance Letters		7890 Misc. General Administrative	\$380.00	\$380.00
		20230111_10072	Disbursement: Statements		7895 Billing Statements	\$513.60	\$513.60
1010	284	1/19/2023 24858011723	BIRCHER EXTERMINATING SERVICE Pest Control	\$200.00	9750 Pest Control/Extermination	\$200.00	\$200.00
1010	285	1/24/2023	BCM - ACH	\$585.00			
		20230123_10052	Disbursement: 4		7165 Collection Fees	\$115.00	\$115.00
		20230123_10052	Disbursement: 2		7165 Collection Fees	\$140.00	\$140.00
		20230123_10052	Disbursement: 1		7165 Collection Fees	\$150.00	\$150.00
		20230123_10052	Disbursement: 3		7165 Collection Fees	\$180.00	\$180.00
Total:				\$3,187.07			

**Greenway Parc at Surprise Two Community Association
General Ledger Report
1/1/2023 - 1/31/2023**

**Client: Greenway Parc at Surprise Two Community Association
Account: 1010 - CIT Operating 7054**

**Account Category: Operating Cash
Account Type: Bank**

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$117,674.86
1/2/2023	GL	Management Fee		Operating		\$1,487.00	\$116,187.86
1/3/2023	AR	Payment		Operating	\$1,670.00		\$117,857.86
1/3/2023	AP	Payment: APS, On-Line Payment, Invoice #: 9877341000		Operating		\$130.34	\$117,727.52
1/4/2023	AR	Payment		Operating	\$608.95		\$118,336.47
1/4/2023	AP	Payment: TOT LOT SERVICES, INC., API Payment - Check #: 281, Invoice #: 3493120122		Operating		\$162.00	\$118,174.47
1/4/2023	AP	Payment: BIRCHER EXTERMINATING SERVICE, API Payment - Check #: 282, Invoice #: 24858122022		Operating		\$190.00	\$117,984.47
1/5/2023	AR	Payment		Operating	\$1,258.48		\$119,242.95
1/5/2023	AR	REVERSAL - [Payment]		Operating		\$67.00	\$119,175.95
1/6/2023	AR	Payment		Operating	\$1,810.01		\$120,985.96
1/9/2023	AR	Payment		Operating	\$4,265.00		\$125,250.96
1/10/2023	AR	Payment		Operating	\$1,147.00		\$126,397.96
1/11/2023	AR	Payment-From Brown Law Group ch		Operating	\$205.47		\$126,603.43
1/11/2023	AR	Payment		Operating	\$938.00		\$127,541.43
1/12/2023	AP	Payment: EPCOR WATER (USA), INC, On-Line Payment, Invoice #: 0087235		Operating		\$710.21	\$126,831.22
1/12/2023	AR	Payment		Operating	\$982.40		\$127,813.62
1/12/2023	AP	Payment: BCM - ACH, API Payment - Check #: 283, Invoice #: 20230111_10072		Operating		\$1,209.52	\$126,604.10
1/13/2023	AR	Payment		Operating	\$987.99		\$127,592.09
1/17/2023	AR	Payment		Operating	\$793.31		\$128,385.40
1/18/2023	AR	Payment		Operating	\$339.00		\$128,724.40
1/19/2023	AR	Payment		Operating	\$417.76		\$129,142.16
1/19/2023	AP	Payment: BIRCHER EXTERMINATING SERVICE, API Payment - Check #: 284, Invoice #: 24858011723		Operating		\$200.00	\$128,942.16
1/20/2023	AR	Payment		Operating	\$267.00		\$129,209.16
1/20/2023	AR	REVERSAL - [Payment]		Operating		\$67.00	\$129,142.16
1/23/2023	AR	Payment		Operating	\$417.00		\$129,559.16
1/24/2023	AR	Payment		Operating	\$705.40		\$130,264.56
1/24/2023	AP	Payment: BCM - ACH, API Payment - Check #: 285, Invoice #: 20230123_10052		Operating		\$585.00	\$129,679.56
1/25/2023	GL	Reserve Contribution		Operating		\$2,500.00	\$127,179.56
1/25/2023	AR	Payment-From Brown Law Group ch		Operating	\$189.07		\$127,368.63
1/25/2023	AR	Payment		Operating	\$1,048.95		\$128,417.58
1/26/2023	AR	Payment		Operating	\$554.00		\$128,971.58
1/27/2023	AR	Payment		Operating	\$999.47		\$129,971.05
1/30/2023	AR	Payment		Operating	\$1,243.91		\$131,214.96
1/31/2023	AR	REVERSAL - [Payment]		Operating		\$201.00	\$131,013.96
1/31/2023	AR	Moved credit to new owner		Operating	\$142.00		\$131,155.96
1/31/2023	AR	Moved credit to new owner		Operating	\$59.00		\$131,214.96
1/31/2023	AR	Transfer, Capital, PP Jan-March COE jn		Operating	\$585.00		\$131,799.96
1/31/2023	AR	Payment		Operating	\$467.00		\$132,266.96
1/31/2023		Bank Statement Interest		Operating	\$5.40		\$132,272.36
1/31/2023		Bank Statement Fees		Operating		\$20.00	\$132,252.36
Account Total					\$22,106.57	\$7,529.07	\$132,252.36
Beginning Balance					\$117,674.86		
Net Change					\$14,577.50		

**Client: Greenway Parc at Surprise Two Community Association
Account: 1080 - Debit Card 6032**

**Account Category: Operating Cash
Account Type: Bank**

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$2,499.45
1/31/2023		Bank Statement Interest		Operating	\$0.11		\$2,499.56
Account Total					\$0.11	\$0.00	\$2,499.56
Beginning Balance					\$2,499.45		
Net Change					\$0.11		

**Client: Greenway Parc at Surprise Two Community Association
Account: 1270 - CIT Reserve 3575**

**Account Category: Reserve Cash
Account Type: Bank**

**Greenway Parc at Surprise Two Community Association
General Ledger Report
1/1/2023 - 1/31/2023**

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/25/2023	GL	Reserve Contribution		Reserve	\$2,500.00		\$118,917.56
1/31/2023		Bank Statement Interest		Reserve	\$35.52		\$121,453.08
Account Total					\$2,535.52	\$0.00	\$121,453.08
Beginning Balance					\$118,917.56		
Net Change					\$2,535.52		

Client: Greenway Parc at Surprise Two Community Association
Account: 3310 - Prepaid Assessments (Unearned Income)

Account Category: Liabilities
Account Type: Liability

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							(\$21,043.96)
1/1/2023	AR	Payment Application		Operating	\$7,034.68		(\$14,009.28)
1/1/2023	AR	[REVERSAL] - Payment Application		Operating		\$59.00	(\$14,068.28)
1/3/2023	AR	[REVERSAL] - Payment Application		Operating		\$15.00	(\$14,083.28)
1/3/2023	AR	Payment Application		Operating	\$15.00		(\$14,068.28)
1/3/2023	AR	[REVERSAL] - Payment Application		Operating		\$15.00	(\$14,083.28)
1/3/2023	AR	[REVERSAL] - Payment Application		Operating		\$15.00	(\$14,098.28)
1/3/2023	AR	Payment		Operating		\$1,670.00	(\$15,768.28)
1/3/2023	AR	Payment Application		Operating	\$1,368.08		(\$14,400.20)
1/4/2023	AR	Payment		Operating		\$608.95	(\$15,009.15)
1/4/2023	AR	Payment Application		Operating	\$484.54		(\$14,524.61)
1/4/2023	AR	Payment Application		Operating	\$6.00		(\$14,518.61)
1/4/2023	AR	Payment Application		Operating	\$64.93		(\$14,453.68)
1/5/2023	AR	Payment		Operating		\$1,258.48	(\$15,712.16)
1/5/2023	AR	REVERSAL - [Payment]		Operating	\$67.00		(\$15,645.16)
1/5/2023	AR	[REVERSAL] - Payment Application		Operating		\$67.00	(\$15,712.16)
1/5/2023	AR	Payment Application		Operating	\$446.48		(\$15,265.68)
1/5/2023	AR	Payment Application		Operating	\$75.00		(\$15,190.68)
1/6/2023	AR	Payment		Operating		\$1,810.01	(\$17,000.69)
1/6/2023	AR	Payment Application		Operating	\$1,266.00		(\$15,734.69)
1/9/2023	AR	Payment		Operating		\$4,265.00	(\$19,999.69)
1/9/2023	AR	Payment Application		Operating	\$1,700.36		(\$18,299.33)
1/9/2023	AR	Payment Application		Operating	\$45.00		(\$18,254.33)
1/9/2023	AR	Payment Application		Operating	\$75.00		(\$18,179.33)
1/9/2023	AR	Payment Application		Operating	\$377.00		(\$17,802.33)
1/10/2023	AR	Payment		Operating		\$1,147.00	(\$18,949.33)
1/10/2023	AR	Payment Application		Operating	\$268.00		(\$18,681.33)
1/11/2023	AR	Payment Application		Operating	\$40.69		(\$18,640.64)
1/11/2023	AR	Payment Application		Operating	\$67.00		(\$18,573.64)
1/11/2023	AR	Payment Application		Operating	\$67.00		(\$18,506.64)
1/11/2023	AR	Payment Application		Operating	\$30.78		(\$18,475.86)
1/11/2023	AR	Payment-From Brown Law Group ch		Operating		\$205.47	(\$18,681.33)
1/11/2023	AR	Payment		Operating		\$938.00	(\$19,619.33)
1/11/2023	AR	Payment Application		Operating	\$469.00		(\$19,150.33)
1/12/2023	AR	Payment		Operating		\$982.40	(\$20,132.73)
1/12/2023	AR	Payment Application		Operating	\$840.58		(\$19,292.15)
1/13/2023	AR	Payment		Operating		\$987.99	(\$20,280.14)
1/13/2023	AR	Payment Application		Operating	\$615.94		(\$19,664.20)
1/13/2023	AR	Payment Application		Operating	\$56.07		(\$19,608.13)
1/17/2023	AR	Payment		Operating		\$793.31	(\$20,401.44)
1/17/2023	AR	Payment Application		Operating	\$655.22		(\$19,746.22)
1/17/2023	AR	Payment Application		Operating	\$46.00		(\$19,700.22)
1/17/2023	AR	Payment Application		Operating	\$38.00		(\$19,662.22)
1/18/2023	AR	Payment		Operating		\$339.00	(\$20,001.22)
1/18/2023	AR	Payment Application		Operating	\$253.76		(\$19,747.46)
1/18/2023	AR	Payment Application		Operating	\$39.24		(\$19,708.22)
1/18/2023	AR	Payment Application		Operating	\$46.00		(\$19,662.22)
1/19/2023	AR	Payment		Operating		\$417.76	(\$20,079.98)
1/19/2023	AR	Payment Application		Operating	\$271.76		(\$19,808.22)
1/19/2023	AR	Payment Application		Operating	\$45.00		(\$19,763.22)
1/19/2023	AR	Payment Application		Operating	\$35.00		(\$19,728.22)
1/20/2023	AR	Payment		Operating		\$267.00	(\$19,995.22)
1/20/2023	AR	Payment Application		Operating	\$67.00		(\$19,928.22)
1/20/2023	AR	Payment Application		Operating	\$15.00		(\$19,913.22)
1/20/2023	AR	REVERSAL - [Payment]		Operating	\$67.00		(\$19,846.22)
1/20/2023	AR	[REVERSAL] - Payment Application		Operating		\$67.00	(\$19,913.22)
1/23/2023	AR	Payment		Operating		\$417.00	(\$20,330.22)

**Greenway Parc at Surprise Two Community Association
General Ledger Report
1/1/2023 - 1/31/2023**

1/23/2023	AR	Payment Application	Operating	\$29.00		(\$20,301.22)
1/24/2023	AR	Payment	Operating		\$705.40	(\$21,006.62)
1/24/2023	AR	Payment Application	Operating	\$86.40		(\$20,920.22)
1/24/2023	AR	Payment Application	Operating	\$120.00		(\$20,800.22)
1/24/2023	AR	Payment Application	Operating	\$50.00		(\$20,750.22)
1/24/2023	AR	Payment Application	Operating	\$215.00		(\$20,535.22)
1/25/2023	AR	Payment Application	Operating	\$67.00		(\$20,468.22)
1/25/2023	AR	Payment Application	Operating	\$14.81		(\$20,453.41)
1/25/2023	AR	Payment Application	Operating	\$15.00		(\$20,438.41)
1/25/2023	AR	Payment Application	Operating	\$15.00		(\$20,423.41)
1/25/2023	AR	Payment Application	Operating	\$15.00		(\$20,408.41)
1/25/2023	AR	Payment Application	Operating	\$15.00		(\$20,393.41)
1/25/2023	AR	Payment Application	Operating	\$15.00		(\$20,378.41)
1/25/2023	AR	Payment Application	Operating	\$15.00		(\$20,363.41)
1/25/2023	AR	Payment Application	Operating	\$15.00		(\$20,348.41)
1/25/2023	AR	Payment Application	Operating	\$2.26		(\$20,346.15)
1/25/2023	AR	Payment-From Brown Law Group ch	Operating		\$189.07	(\$20,535.22)
1/25/2023	AR	Payment	Operating		\$1,048.95	(\$21,584.17)
1/25/2023	AR	Payment Application	Operating	\$771.00		(\$20,813.17)
1/25/2023	AR	Payment Application	Operating	\$156.95		(\$20,656.22)
1/25/2023	AR	Payment Application	Operating	\$50.00		(\$20,606.22)
1/26/2023	AR	Payment	Operating		\$554.00	(\$21,160.22)
1/26/2023	AR	Payment Application	Operating	\$67.00		(\$21,093.22)
1/26/2023	AR	Payment Application	Operating	\$15.00		(\$21,078.22)
1/27/2023	AR	Payment	Operating		\$999.47	(\$22,077.69)
1/27/2023	AR	Payment Application	Operating	\$267.12		(\$21,810.57)
1/27/2023	AR	Payment Application	Operating	\$31.00		(\$21,779.57)
1/30/2023	AR	[REVERSAL] - Payment Application	Operating		\$15.00	(\$21,794.57)
1/30/2023	AR	[REVERSAL] - Payment Application	Operating		\$15.00	(\$21,809.57)
1/30/2023	AR	Payment	Operating		\$1,243.91	(\$23,053.48)
1/30/2023	AR	Payment Application	Operating	\$136.00		(\$22,917.48)
1/30/2023	AR	Payment Application	Operating	\$45.00		(\$22,872.48)
1/30/2023	AR	Payment Application	Operating	\$69.00		(\$22,803.48)
1/31/2023	AR	REVERSAL - [Payment]	Operating	\$201.00		(\$22,602.48)
1/31/2023	AR	[REVERSAL] - Payment Application	Operating		\$8.00	(\$22,610.48)
1/31/2023	AR	[REVERSAL] - Payment Application	Operating		\$67.00	(\$22,677.48)
1/31/2023	AR	[REVERSAL] - Payment Application	Operating		\$67.00	(\$22,744.48)
1/31/2023	AR	Moved credit to new owner	Operating		\$142.00	(\$22,886.48)
1/31/2023	AR	Moved credit to new owner	Operating		\$59.00	(\$22,945.48)
1/31/2023	AR	Payment Application	Operating	\$67.00		(\$22,878.48)
1/31/2023	AR	Payment Application	Operating	\$134.00		(\$22,744.48)
1/31/2023	AR	Payment Application	Operating	\$250.00		(\$22,494.48)
1/31/2023	AR	Transfer, Capital, PP Jan-March COE jn	Operating		\$585.00	(\$23,079.48)
1/31/2023	AR	Payment Application	Operating	\$142.00		(\$22,937.48)
1/31/2023	AR	Payment	Operating		\$467.00	(\$23,404.48)
Account Total				\$20,150.65	\$22,511.17	(\$23,404.48)
Beginning Balance						(\$21,043.96)
Net Change						(\$2,360.52)

Client: Greenway Parc at Surprise Two Community Association
Account: 5510 - Prior Year(s) Net Inc./Loss

Account Category: Reserves & Equity
Account Type: Equity

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							(\$218,047.91)
Account Total					\$0.00	\$0.00	(\$218,047.91)
Beginning Balance							(\$218,047.91)
Net Change					\$0.00		\$0.00

Client: Greenway Parc at Surprise Two Community Association
Account: 6310 - Assessment Income

Account Category: Operating Income
Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
1/1/2023	AR	Payment Application	Operating		\$7,034.68		(\$7,034.68)
1/1/2023	AR	[REVERSAL] - Payment Application	Operating		\$59.00		(\$6,975.68)
1/3/2023	AR	Payment Application	Operating			\$15.00	(\$6,990.68)
1/3/2023	AR	Payment Application	Operating			\$1,368.08	(\$8,358.76)
1/4/2023	AR	Payment Application	Operating			\$484.54	(\$8,843.30)

**Greenway Parc at Surprise Two Community Association
General Ledger Report
1/1/2023 - 1/31/2023**

1/5/2023	AR	[REVERSAL] - Payment Application	Operating	\$67.00		(\$8,776.30)
1/5/2023	AR	Payment Application	Operating		\$446.48	(\$9,222.78)
1/6/2023	AR	Payment Application	Operating		\$1,266.00	(\$10,488.78)
1/9/2023	AR	Payment Application	Operating		\$1,700.36	(\$12,189.14)
1/10/2023	AR	Payment Application	Operating		\$268.00	(\$12,457.14)
1/11/2023	AR	Payment Application	Operating		\$40.69	(\$12,497.83)
1/11/2023	AR	Payment Application	Operating		\$67.00	(\$12,564.83)
1/11/2023	AR	Payment Application	Operating		\$67.00	(\$12,631.83)
1/11/2023	AR	Payment Application	Operating		\$30.78	(\$12,662.61)
1/11/2023	AR	Payment Application	Operating		\$469.00	(\$13,131.61)
1/12/2023	AR	Payment Application	Operating		\$840.58	(\$13,972.19)
1/13/2023	AR	Payment Application	Operating		\$615.94	(\$14,588.13)
1/17/2023	AR	Payment Application	Operating		\$655.22	(\$15,243.35)
1/18/2023	AR	Payment Application	Operating		\$253.76	(\$15,497.11)
1/19/2023	AR	Payment Application	Operating		\$271.76	(\$15,768.87)
1/20/2023	AR	Payment Application	Operating		\$67.00	(\$15,835.87)
1/20/2023	AR	[REVERSAL] - Payment Application	Operating	\$67.00		(\$15,768.87)
1/24/2023	AR	Payment Application	Operating		\$86.40	(\$15,855.27)
1/25/2023	AR	Payment Application	Operating		\$67.00	(\$15,922.27)
1/25/2023	AR	Payment Application	Operating		\$771.00	(\$16,693.27)
1/26/2023	AR	Payment Application	Operating		\$67.00	(\$16,760.27)
1/27/2023	AR	Payment Application	Operating		\$267.12	(\$17,027.39)
1/30/2023	AR	Payment Application	Operating		\$136.00	(\$17,163.39)
1/31/2023	AR	[REVERSAL] - Payment Application	Operating	\$8.00		(\$17,155.39)
1/31/2023	AR	[REVERSAL] - Payment Application	Operating	\$67.00		(\$17,088.39)
1/31/2023	AR	[REVERSAL] - Payment Application	Operating	\$67.00		(\$17,021.39)
1/31/2023	AR	Payment Application	Operating		\$67.00	(\$17,088.39)
1/31/2023	AR	Payment Application	Operating		\$142.00	(\$17,230.39)
Account Total				\$335.00	\$17,565.39	(\$17,230.39)
Beginning Balance				\$0.00		
Net Change						(\$17,230.39)

Client: Greenway Parc at Surprise Two Community Association
Account: 6315 - Working Capital

Account Category: Operating Income
Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/31/2023	AR	Payment Application		Operating		\$134.00	(\$134.00)
Account Total					\$0.00	\$134.00	(\$134.00)
Beginning Balance					\$0.00		
Net Change							(\$134.00)

Client: Greenway Parc at Surprise Two Community Association
Account: 6340 - Late Fee Income

Account Category: Operating Income
Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/3/2023	AR	[REVERSAL] - Payment Application		Operating	\$15.00		\$15.00
1/3/2023	AR	[REVERSAL] - Payment Application		Operating	\$15.00		\$30.00
1/3/2023	AR	[REVERSAL] - Payment Application		Operating	\$15.00		\$45.00
1/4/2023	AR	Payment Application		Operating		\$6.00	\$39.00
1/5/2023	AR	Payment Application		Operating		\$75.00	(\$36.00)
1/9/2023	AR	Payment Application		Operating		\$45.00	(\$81.00)
1/13/2023	AR	Payment Application		Operating		\$56.07	(\$137.07)
1/17/2023	AR	Payment Application		Operating		\$46.00	(\$183.07)
1/17/2023	AR	Payment Application		Operating		\$38.00	(\$221.07)
1/18/2023	AR	Payment Application		Operating		\$39.24	(\$260.31)
1/19/2023	AR	Payment Application		Operating		\$45.00	(\$305.31)
1/20/2023	AR	Payment Application		Operating		\$15.00	(\$320.31)
1/23/2023	AR	Payment Application		Operating		\$29.00	(\$349.31)
1/24/2023	AR	Payment Application		Operating		\$120.00	(\$469.31)
1/25/2023	AR	Payment Application		Operating		\$14.81	(\$484.12)
1/25/2023	AR	Payment Application		Operating		\$15.00	(\$499.12)
1/25/2023	AR	Payment Application		Operating		\$15.00	(\$514.12)
1/25/2023	AR	Payment Application		Operating		\$15.00	(\$529.12)
1/25/2023	AR	Payment Application		Operating		\$15.00	(\$544.12)
1/25/2023	AR	Payment Application		Operating		\$15.00	(\$559.12)
1/25/2023	AR	Payment Application		Operating		\$15.00	(\$574.12)

**Greenway Parc at Surprise Two Community Association
General Ledger Report
1/1/2023 - 1/31/2023**

1/25/2023	AR	Payment Application	Operating	\$15.00	(\$589.12)
1/25/2023	AR	Payment Application	Operating	\$2.26	(\$591.38)
1/25/2023	AR	Payment Application	Operating	\$156.95	(\$748.33)
1/26/2023	AR	Payment Application	Operating	\$15.00	(\$763.33)
1/27/2023	AR	Payment Application	Operating	\$31.00	(\$794.33)
1/30/2023	AR	[REVERSAL] - Payment Application	Operating	\$15.00	(\$779.33)
1/30/2023	AR	[REVERSAL] - Payment Application	Operating	\$15.00	(\$764.33)
1/30/2023	AR	Payment Application	Operating	\$45.00	(\$809.33)
Account Total				\$75.00	\$884.33
Beginning Balance				\$0.00	
Net Change				(\$809.33)	

Client: Greenway Parc at Surprise Two Community Association

Account Category: Operating Income

Account: 6370 - Owner Collection Costs

Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
1/4/2023	AR	Payment Application	Operating		\$64.93		(\$64.93)
1/9/2023	AR	Payment Application	Operating		\$75.00		(\$139.93)
1/18/2023	AR	Payment Application	Operating		\$46.00		(\$185.93)
1/19/2023	AR	Payment Application	Operating		\$35.00		(\$220.93)
1/24/2023	AR	Payment Application	Operating		\$50.00		(\$270.93)
1/25/2023	AR	Payment Application	Operating		\$50.00		(\$320.93)
1/30/2023	AR	Payment Application	Operating		\$69.00		(\$389.93)
Account Total					\$0.00	\$389.93	(\$389.93)
Beginning Balance					\$0.00		
Net Change					(\$389.93)		

Client: Greenway Parc at Surprise Two Community Association

Account Category: Operating Income

Account: 6375 - Violation/Fine Income

Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
1/9/2023	AR	Payment Application	Operating			\$377.00	(\$377.00)
1/24/2023	AR	Payment Application	Operating			\$215.00	(\$592.00)
Account Total					\$0.00	\$592.00	(\$592.00)
Beginning Balance					\$0.00		
Net Change					(\$592.00)		

Client: Greenway Parc at Surprise Two Community Association

Account Category: Operating Income

Account: 6510 - Transfer Fees

Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
1/31/2023	AR	Payment Application	Operating			\$250.00	(\$250.00)
Account Total					\$0.00	\$250.00	(\$250.00)
Beginning Balance					\$0.00		
Net Change					(\$250.00)		

Client: Greenway Parc at Surprise Two Community Association

Account Category: Operating Income

Account: 6910 - Interest Income

Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
1/31/2023		Bank Statement Interest	Operating			\$5.40	(\$5.40)
1/31/2023		Bank Statement Interest	Operating			\$0.11	(\$5.51)
Account Total					\$0.00	\$5.51	(\$5.51)
Beginning Balance					\$0.00		
Net Change					(\$5.51)		

Client: Greenway Parc at Surprise Two Community Association

Account Category: Reserve Income

Account: 6911 - Reserve Interest

Account Type: Income

**Greenway Parc at Surprise Two Community Association
General Ledger Report
1/1/2023 - 1/31/2023**

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/31/2023		Bank Statement Interest		Reserve		\$35.52	\$0.00
Account Total					\$0.00	\$35.52	(\$35.52)
Beginning Balance				\$0.00			
Net Change				(\$35.52)			

Client: Greenway Parc at Surprise Two Community Association
Account: 6925 - Reserve Contribution

Account Category: Reserve Income
Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/25/2023	GL	Reserve Contribution		Reserve		\$2,500.00	\$0.00
Account Total					\$0.00	\$2,500.00	(\$2,500.00)
Beginning Balance				\$0.00			
Net Change				(\$2,500.00)			

Client: Greenway Parc at Surprise Two Community Association
Account: 6990 - Reserve Income Allocation

Account Category: Operating Income
Account Type: Income

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/25/2023	GL	Reserve Contribution		Operating	\$2,500.00		\$0.00
Account Total					\$2,500.00	\$0.00	\$2,500.00
Beginning Balance				\$0.00			
Net Change				\$2,500.00			

Client: Greenway Parc at Surprise Two Community Association
Account: 7010 - Management Fees

Account Category: Contract Service Expense
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/2/2023	GL	Management Fee		Operating	\$1,487.00		\$0.00
Account Total					\$1,487.00	\$0.00	\$1,487.00
Beginning Balance				\$0.00			
Net Change				\$1,487.00			

Client: Greenway Parc at Surprise Two Community Association
Account: 7165 - Collection Fees

Account Category: General & Administrative
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/24/2023	AP	BCM - ACH, Invoice #: 20230123_10052, Disbursement: 1		Operating	\$585.00		\$0.00
Account Total					\$585.00	\$0.00	\$585.00
Beginning Balance				\$0.00			
Net Change				\$585.00			

Client: Greenway Parc at Surprise Two Community Association
Account: 7260 - Postage & Mail

Account Category: General & Administrative
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/12/2023	AP	BCM - ACH, Invoice #: 20230111_10072, Disbursement: Postage		Operating	\$315.92		\$0.00
Account Total					\$315.92	\$0.00	\$315.92
Beginning Balance				\$0.00			
Net Change				\$315.92			

Client: Greenway Parc at Surprise Two Community Association
Account: 7357 - NSF Fee

Account Category: General & Administrative
Account Type: Expense

Greenway Parc at Surprise Two Community Association
General Ledger Report
1/1/2023 - 1/31/2023

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/31/2023		Bank Statement Fees		Operating	\$20.00		\$20.00
Account Total					\$20.00	\$0.00	\$20.00
Beginning Balance					\$0.00		
Net Change					\$20.00		

Client: Greenway Parc at Surprise Two Community Association
Account: 7890 - Misc. General Administrative

Account Category: General & Administrative
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/4/2023	AP	TOT LOT SERVICES, INC., Invoice #: 3493120122, Lot maintenance		Operating	\$162.00		\$162.00
1/12/2023	AP	BCM - ACH, Invoice #: 20230111_10072, Disbursement: Compliance Letters		Operating	\$380.00		\$542.00
Account Total					\$542.00	\$0.00	\$542.00
Beginning Balance					\$0.00		
Net Change					\$542.00		

Client: Greenway Parc at Surprise Two Community Association
Account: 7895 - Billing Statements

Account Category: General & Administrative
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/12/2023	AP	BCM - ACH, Invoice #: 20230111_10072, Disbursement: Statements		Operating	\$513.60		\$513.60
Account Total					\$513.60	\$0.00	\$513.60
Beginning Balance					\$0.00		
Net Change					\$513.60		

Client: Greenway Parc at Surprise Two Community Association
Account: 8910 - Electricity

Account Category: Utilities
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/3/2023	AP	APS, Check #: On-Line, Invoice #: 9877341000		Operating	\$130.34		\$130.34
Account Total					\$130.34	\$0.00	\$130.34
Beginning Balance					\$0.00		
Net Change					\$130.34		

Client: Greenway Parc at Surprise Two Community Association
Account: 8920 - Water & Sewer

Account Category: Utilities
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/12/2023	AP	EPCOR WATER (USA), INC, Check #: On-Line, Invoice #: 0087235		Operating	\$710.21		\$710.21
Account Total					\$710.21	\$0.00	\$710.21
Beginning Balance					\$0.00		
Net Change					\$710.21		

Client: Greenway Parc at Surprise Two Community Association
Account: 9029 - Pest Control

Account Category: Maintenance
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
1/4/2023	AP	BIRCHER EXTERMINATING SERVICE, Invoice #: 24858122022, Pest control service		Operating	\$190.00		\$190.00
Account Total					\$190.00	\$0.00	\$190.00
Beginning Balance					\$0.00		
Net Change					\$190.00		

Greenway Parc at Surprise Two Community Association
General Ledger Report
1/1/2023 - 1/31/2023

Client: Greenway Parc at Surprise Two Community Association
Account: 9750 - Pest Control/Extermination

Account Category: Contract Service Expense
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
1/19/2023	AP	BIRCHER EXTERMINATING SERVICE, Invoice #: 24858011723, Pest Control		Operating	\$200.00		\$200.00
Account Total					\$200.00	\$0.00	\$200.00
Beginning Balance					\$0.00		
Net Change					\$200.00		

Poor Daddy's Landscaping
15992 N. Gil Balcome Street
Surprise, AZ 85374 US
info@poordaddyslandscaping.com

Invoice



BILL TO

Greenway Parc II
7255 E. Hampton Ave. Suite 101
Mesa, AZ 85209

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1143	02/01/2023	\$620.00	02/01/2023	Due on receipt	

	DESCRIPTION	AMOUNT
Pole Installation	Installation of 8ft galvanized pole in existing stone base at walkway Includes 3 galvanized pole caps Install solar light (provided by HOA) at top of galvanized 8ft pole Remove old light and reinstall new light and top of 15ft existing pole	620.00

Thank you for choosing Poor Daddy's Landscaping! We appreciate your business!

BALANCE DUE

\$620.00



2023-2024 Annual Renewal Greenway Parc at Surprise Two

Dear Board of Directors and Management,

Attached, you will find the renewal for Greenway Parc at Surprise Two, which occurs effective **2/24/23**

We have presented the renewal with the following coverage and changes:

POLICY TYPE / COVERAGE	EXPIRING LIMITS	EXPIRING DEDUCTIBLE	LIMIT / DEDUCTIBLE CHANGES FROM EXPIRING
Property	\$137,000	\$1,000	<i>Increase in Property limit due to inflation</i>
General Liability	\$2,000,000 occ. \$4,000,000 agg.	\$0	No changes
Directors & Officers Liability	\$1,000,000	\$1,000	No changes
Fidelity Bond / Crime	\$100,000	\$1,000	No changes
Umbrella Liability	N/A		
Workers' Compensation	\$1,000,000	\$0	No changes

We ask that you review the renewal summary and applications (if applicable) *carefully* and advise if you have any questions or concerns regarding the renewal. We are more than happy to help.

Please send the signed renewal summary and requested applications before the effective date to ensure that there are no gaps in coverage.

Thank you very much for your continued business.

Jony Robinson
Senior Account Manager
Direct Phone# 949-215-9807
Jonyr@hoa-insurance.com

2022-2023 Renewal Coverage Summary
Greenway Parc at Surprise Two
2/24/22 – 2/24/23

PROPERTY – Homeowners Association / Planned Unit Development – LIO Ins. A Rated Admitted

Coverage	Details	Limit of Coverage
Property – 100% Replacement Cost – Co-Insurance WAIVED	Buildings, Common Area of HOA – Blanket – Special Form	\$144,000
Deductible(s)	Per Occurrence	\$1,000
Equipment Breakdown		Included
Building Ordinance or Law	A – Undamaged Portion	Included up to Limit
Building Ordinance or Law	B – Demolition	\$250,000
Building Ordinance or Law	C – Increased Costs of Construction	\$250,000
Business Income / Association Fees	Actual Loss Sustained OR Stated Dollar Amount	\$5,000
Trees / Shrubs	Sublimit	\$25,000
Property Form Coverage	Accounts Receivables, Valuable Papers, Debris Removal, Pollutant Clean Up & Removal, Fire Department Service Charge, etc.	Included

GENERAL LIABILITY – Carrier: Sirius America Insurance A Rated Admitted

Coverage	Details	Limit
Per occurrence limit		\$2,000,000
Aggregate limit		\$4,000,000
Deductible	Per occurrence / claim	\$0
Damaged to Premises Rented to You	AKA – Fire Legal Liability	\$100,000
Non-Owned & Hired Automobile	Secondary coverage	Included
Medical Payments	No fault coverage – per person	\$5,000
Management Company Included	As required per contract with management & nature of management involvement	Yes
Additional Insureds	Name, Address, etc	Included



DIRECTORS & OFFICERS LIABILITY – Ace Insurance A Rated Admitted

Coverage is “Claims-Made”, so if you have any knowledge of a circumstance or situation that could give rise to a claim, contact LaBarre/Oksnee.

Coverage	Details	Limit
Per occurrence Limit		\$1,000,000
Retention		\$1,000
Defense Costs	Included in limit	Provided
Management Company Included	As required per contract with management & nature of management involvement	Yes
D&O Coverage Form	Full Prior Acts, Employment Practices Liability, Non-Monetary losses, Claims-Made, etc.	Included

FIDELITY BOND / CRIME – Sirius America Insurance A Rated Admitted

Coverage	Details	Limit
Bond / Crime / Employee Dishonesty Limit	3 x monthly assessments plus reserves or per CC&Rs, if higher	\$100,000
Computer & Funds Transfer Fraud	Included per AB2912 (3 rd party)	\$100,000
Deductible		\$1,000
Management Company Included	As required per contract with management & nature of management involvement	Yes

WORKERS’ COMPENSATION – Hanover Insurance A Rated Admitted

Coverage	Details	Limit
Workers’ Compensation Limit	\$0 payroll – Minimum premium policy	\$1,000,000
Deductible		\$0
Volunteer Endorsement	Board & Committee Members	Included



2023-2024 Renewal Premium Summary
Greenway Parc at Surprise Two
2/24/23 – 2/24/24

Coverage	Premium
Package (Property and General Liability)	\$2,460
Directors & Officers Liability	\$1,725
Fidelity Bond / Crime / Employee Dishonesty	Included
Workers' Compensation	\$377
TOTAL ANNUAL PREMIUM	\$4,562

Coverage Renews Automatically as of 2/24/23: Will Still Need Signed Proposal for File

X _____
I (the undersigned) have reviewed the proposal thoroughly, including the deductibles, retentions, and limits of insurance. By signing this renewal summary, I approve and accept the coverage and deductibles as presented on this proposal. Minimum earned premium and short-rate penalties may apply in the event of early cancellation. All fees are fully earned. Directors & Officers Liability premium and/or deductible may be subject to change if a new claim is filed prior to the effective date or if insured has knowledge or information of any act, error, omission, fact, or circumstance which may give rise to a Claim. See policies for specific coverage definitions, endorsements, and exclusions

Insurance Coverage Snapshot



Your Conditions, Covenants, and Restrictions (CC&Rs) require your HOA to purchase relevant insurance coverage. Below, we have provided brief explanations of the types of coverage outlined in the preceding pages of your insurance summary. Please see your policies for specific coverage definitions, endorsements, and exclusions.

- **Property** coverage includes 100% Replacement Cost (per your CC&Rs) which means that there is no penalty for depreciation. The policy is a Special Form policy. Specified causes of loss include Fire, Sudden & Accidental Water Damage, Aircraft, Vandalism, Explosion, Volcanic Eruption, Wind/Hail, etc. Items damaged by wear and tear and pest / vermin, maintenance obligations, and subsidence are common exclusions. Property coverage usually includes Building Ordinance or Law (costs to get buildings up to current codes), Sewer or Drain Back Up sub or full limits, and other relevant coverage types. Your insuring agreement (common area only, bare walls, single entity, and Walls-In) are usually defined within your CC&Rs Insurance Section.
- **General Liability** coverage includes protection for third party bodily injury, personal injury and property damage allegedly caused by your business operations. Your policy helps cover costs for claims against you, including those for property damage, medical payments, courts costs, possible judgements, and settlements for covered claims, etc.
- **Directors & Officers Liability** is intended to cover the Board/Directors & Officers for claims made against them (or board as a whole) while serving on a board of directors and/or as an officer. **Coverage is claims-made, so if you have knowledge of any issues, it is vital that you put your carrier on notice immediately.**
- **Fidelity Bond** is sometimes referred to as Employee Dishonesty or Crime and protects the association's financials assets from "employee" theft. Employees include non-compensated officers, management company employees, etc.
- **Workers' Compensation (minimum premium, if-any)** liability includes coverage for "employees" of the association for bodily injury, accident, etc. Coverage includes appointed & elected board & committee members for light duties. Coverage is not intended for uninsured vendors that the HOA knowingly hires. The HOA should obtain proof of insurance from all vendors.