



## 2017 Annual Budget Report

**GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION**  
**2017 Budget & Information Report**  
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## GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION FROM THE BOARD OF DIRECTORS

The Glenshire/Devonshire Residents Association Board of Directors proudly presents the 2017 Association budget and reserve study to the membership. This budget is designed to provide for current needs in both the operating and capital area, as well as provide for future amenity repair and replacement.

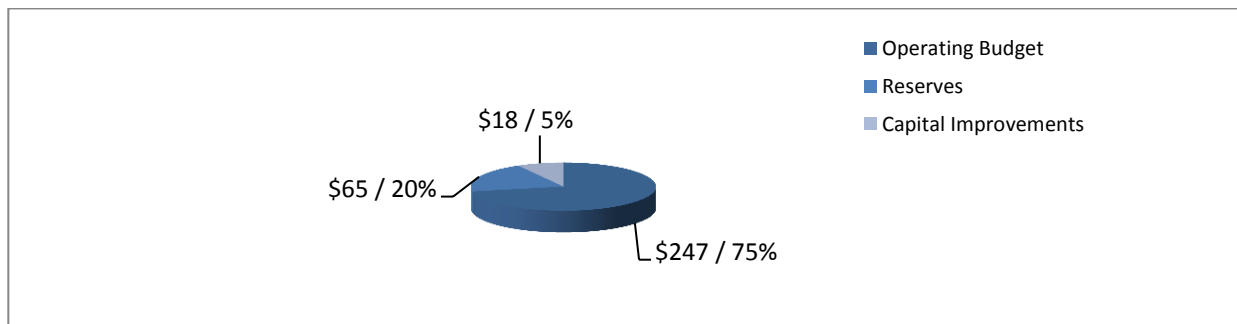
The Association management has created fiscal stability while continuing to maintain, upgrade and increase the components of our Association. This is accomplished by being fiscally responsible. **As of October 2016, the delinquency rate for annual dues and special assessments over 90 days in 2016 was 4.0%.** The 2017 budget continues to address: 1) our ability to provide for reserve replacement, 2) our ability to plan for the future.

The Association successfully continues **Property Inspections**. The enforcement program will continue to focus on all violations of the CC&R's and adopted rules that have been brought to the attention of the Association either by complaint, property transfer, during an improvement project, properties contiguous to properties being transferred, obvious gross violations or periodic inspection. Compliance by encouragement and education has been very effective and continues to be our philosophy. Please note the Board may and will take legal actions to bring about necessary property compliance.

The Board of Directors is pleased that the Association's resources will continue to complement and enhance its value to the membership. We will continue to plan for the future by providing local representation, vision and fiscal responsibility.

The Board has committed itself to an operating budget of \$529,010 (including \$23,580 for capital improvements and \$88,500 for reserve and reserve replacement). The annual assessment of \$330 per lot equals \$18 for capital improvements, \$65 for reserves, and \$247 for the operating budget. A copy of the 2017 budget, including the reserve study schedule, is included with this statement. Copies are also available at the Association office.

Various policies are included for your reference. Additional policies are available for review at the Association office.



## **TO: ALL PROPERTY OWNERS**

In compliance with Article IV of the Association Declaration of Protective Restrictions, and the California Civil Code 5300, we note the following:

1. The Annual budget report is available at the association office and copies will be provided upon request at the expense of the Association. Copies of the reserve study, and monthly board meeting minutes are on file in the association office for membership review.
2. At present the Association projects a December 31, 2016 balance of \$288,547 in the reserve fund (40.3% of the current projected replacement value totaling \$715,173 for all components). The 2017 budget reflects \$88,500 for reserve replacement and \$23,580 for capital improvements.
3. A complete reserve study was conducted in 2016 and is updated annually, in accordance with section 5550 of the California Civil Code. The common areas by component, which the Association is obligated to replace in the future, have been identified in the Replacement Reserve Plan. Common area items, unless part of a group of similar items, with current replacement costs of less than \$1,000 generally have been excluded from the reserve study and will be included in normal maintenance costs in the association's operating budget. The current replacement costs, the remaining useful lives and the useful lives after replacement have been based on historical original costs and management and contractor estimates. When it becomes apparent that excluded items will be replaced in the future, and the amounts and timing can be determined with a reasonable degree of accuracy, the common area items can be added to the replacement study and the annual provision adjusted to provide funds over the remaining useful lives of the item. The Association will either include in the operation budget or in special assessments the cost of common area items requiring replacement, which are unplanned because their replacement cost cannot be presently forecast. The levy of a special assessment is not foreseen for the year 2017.
4. The Association meets all insurance requirements of the State: Property \$1,500,000 (\$1,000 deductible), Liability \$2,000,000 (no deductible), Directors' & Officers \$2,000,000 (\$500 deductible) provided by Farmers Insurance, and Umbrella \$5,000,000 provided by LaBaree/Oksnee Insurance and LP Insurance Services; Workers Compensation provided by Preferred Employers Group. This summary of the association's policies of insurance provides only certain information, as required by subdivision (e) 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 will 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.

5. Alternative Dispute Resolution (ADR): Effective January 1, 1994. This law strongly encourages membership and the association to try ADR before initiating lawsuits. Failure by any member of the association to comply with the pre-filing requirements of Section 5940 of the Civil Code may result in the loss of their right to the association or another member of the association regarding enforcement of the governing documents.
6. Pursuant to section 4035 all official communications may be directed to Glenshire Devonshire Residents Association General Manager 15726 Glenshire Drive, Truckee CA 96161.
7. Pursuant to section 4045, All posting of a general notice shall be located at 15726 Glenshire Drive, Truckee, CA 96161 on the Associations bulletin board.
8. Section 4045 allows a member to request general notices by individual delivery.

### **Summary of 2017 Delinquent Dues & Collection Policy**

The annual property owners' assessment of \$330 **is due January 1, 2017**. Please note the policy outline for all delinquent accounts:

February 1, 2017	Delinquent Fee charged: 10% of balance due.
March 8, 2017	Board Meeting approving the mailing of Meet and Confer letters to delinquent accounts.
May 1, 2017	Deadline to submit petitions to the Board of Directors to challenge membership rights and privileges suspension
June 1, 2017	Membership rights suspended for all delinquent accounts.

**Lien and foreclosure procedures may commence for all delinquent accounts (12 months or more past due) on February 1, 2017. See enclosed policy.**

### **2017 Annual Dues Payment Plan Policy**

Payment plans are equal payments up to four installments made on a monthly basis. Members may establish a payment plan with the Association by mailing the first minimum payment of \$82.50. The payments must be **postmarked** by February 1, March 1, April 1, and May 1, 2017. Members who establish a payment plan and then miss a scheduled payment after February 1, 2017 will be charged the 10% late fee based upon the full \$330 assessment for a total late fee of \$33.00.

**GLENSHIRE/DEVONSHIRE RESIDENTS ASSOCIATION**

**2017 Annual Operating Budget**

<u><b>Income</b></u>	
Account #	Name
	2017 Budget
3020	Interest - Bank Accounts
	\$200
4000	Annual Dues - Operating Portion
	\$359,310
4010	Clubhouse Rental
	\$22,000
4020	Classes
	\$3,250
4050	Snack Bar
	\$3,000
4070	Transfer Fee (3% Turn-over)
	\$11,000
4090	Miscellaneous Income
	\$1,000
4100	Late Fees (10% @ \$33.00)
	\$4,750
4200	Design Review Fees
	\$3,000
4300	Picture Passes/Guest Fees
	\$33,000
	Total Income
	\$440,510

<u><b>Expenses</b></u>	
7700	Accounting & Tax Review
	\$4,500
7850	Capital Improvements
	\$23,580
7065	Community Benefit
	\$8,300
7710	Dues & Publications
	\$780
7075	Education & Seminars
	\$1,000
7720	Election
	\$5,500
7050	Employee Medical & Retirement Benefits
	\$18,500
7040	Insurance - General
	\$24,000
7045	Insurance - Workers' Compensation
	\$15,000
7880	Lake Trail-Open Space
	\$5,000
7730	Legal Fees
	\$5,000
7701	Maintenance - Computer
	\$1,700
6050	Maintenance - Clubhouse Grounds
	\$10,200
7702	Maintenance - Office Equipment
	\$1,050
7070	Meetings Expense
	\$1,200
7080	Mileage Reimbursement
	\$3,500
7150	Miscellaneous
	\$650
6070	Outside Consulting Services
	\$2,000
7025	Printings & Mailings
	\$7,000
7750	Provision for Bad Debt
	\$2,000
6000	Salaries - General Administration
	\$154,500
6012	Salaries - Maintenance
	\$6,000
6010	Salaries - Pool (Lifeguards & Amenities)
	\$56,000
7705	Software Expense
	\$1,000
6055	Supplies - Clubhouse Grounds
	\$4,000
6067	Supplies - Janitorial
	\$1,350
7020	Supplies - Office
	\$1,200
6090	Supplies - Pool
	\$6,700
7010	Supplies - Recreation & Lifeguard
	\$1,000
5001	Supplies - Snack Bar
	\$3,000
6040	Supplies & Maintenance - Building (Clubhouse)
	\$13,500
6020	Taxes - Payroll
	\$22,000
7801	Taxes - State Franchise
	\$400
7740	Taxes & Fees
	\$2,400
6060	Utilities - Building & Pool
	\$27,000
	Total Expenses
	\$440,510
	Net Operating Income
	\$0

<u><b>Reserve Budget</b></u>	
3001	Annual Dues - Reserve Portion
	\$88,500
3015	Interest
	\$1,000
7875	Reserve Replacement - Other
	(\$88,500)
	Reserve Net Income
	\$1,000

<u><b>Special Assessment Loan Budget</b></u>	
3030	Special Assessment Fund 01/01/2017 Beg Balance
	\$80,046
3030	Special Assessment Income 2017
	\$80,615
2050	Loan Payments (Principal & Interest)
	(\$118,458)
3030	Special Assessment Net carryforward to 2017
	\$42,203

# GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION DAMAGE SCHEDULE

In accordance with the approved Second Restated Governing Documents of 2014 and CA Civil code 5850 and 5310 the Association is required to send all property owners the Damage Schedule Policy. The following is a schedule of fines, commonly known as Damages for infractions or violations that are common or recurring in nature. The individual infractions referenced by appropriate Article and Section of the CC&Rs and the section of the adopted Rules and Regulations Damages may be assessed daily, monthly, or yearly at the discretion of the Board of Directors.

<b><u>Infraction or Violation</u></b>	<b><u>DAMAGES</u></b>
<b>Residential Building</b> - Article I, Section 1.26 & Article VIII, Section 8.01	\$100 - 1,000
<b>Business in Home</b> - Article VIII, Section 8.07	\$ 50 - 500
<b>Fences, Walls, Berms, Hedges</b> - Article VI, Section 6.06, Rule 2.03	\$100 - 500
<b>Waste Disposal Systems</b> - Article VI, Section 6.08	\$100 - 500
<b>Animals</b> - Article VIII, Section 8.05, Rule 3.09	\$ 50 - 250
<b>Clothes Drying</b> - Article VI, Section 6.16	\$ 50 - 100
<b>Nuisances</b> - Article VIII, Section 8.03 & XIII, Section 13.02	\$ 50 - 500
<b>Signs</b> - Article VIII, Section 8.06, Rule 3.04	\$ 50 - 250
<b>Excavations</b> - Article VI, Section 6.18	\$100 - 2,500
<b>Exterior Lighting</b> - Article VI, Section 6.10, Rule 3.11	\$100 - 250
<b>Mail Boxes</b> - Article VI, Section 6.13 , Rule 3.13	\$ 50 - 100
<b>Outdoor Antennas</b> - Article VI, Section 6.17, Rule 3.12	\$ 50 - 250
<b>Storm Windows</b> - Article VI, Section 6.14	\$ 50 - 250
<b>Foundations</b> - Article V, VI,	\$100 - 1,500
<b>Stock Homes</b> - Article VI, Section 6.11,	\$100 - 500
<b>Trees</b> - Article VI, Section 5.04, Rule 3.16 (per tree)	\$100 - 5,000
<b>Roofs</b> - Section I, 1-3 Rule 1.09	\$100 - 750
<b>Construction Equipment</b> - Article VI, Section 6.15, Rule 1.08 / 1.10	\$ 50 - 750
<b>Set- Backs</b> - Article VI, Section 6.02, rule 1.05	\$100 - 500
<b>Plans and Specs</b> - Article V, Section 5.05, rule 1.04	\$100 - 500
<b>Construction Material</b> - Article VI, Section 6.15, Rule 1.10	\$100 - 500
<b>Building Area</b> - Article V, Rule 1.08	\$100 - 500
<b>Repainting</b> - Article VI, Section 6.09	\$100 - 500
<b>Deck, sheds, Lean to, Storage containers</b> Rule 2.01	\$100 - 500
<b>Vehicle storage and parking</b> Rule 3.08	\$100 - 500
<b>Defensible Space</b> Rule 3.06 CC&R 8.09 & 8.01	\$100 - 500
<b>Conduct of Association members</b> Rule 3.01, CC&R 8.03	\$100 - 500

Please call the Association office at (530) 587-6202 to request a copy of our Governing Documents or visit [www.glenshiredevonshire.com](http://www.glenshiredevonshire.com)

**GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION  
DELINQUENT ASSESSMENT COLLECTION POLICY**

**1. Due Dates:** All Regular Assessments shall be due and payable, in advance, on the first day of each year. Special Assessments shall be due and payable on the due date specified by the Board in the notice imposing the assessment or in the ballot presenting the special assessment to the members of approval. In no event shall a Special Assessment be due and payable earlier than thirty (30) days after it is imposed. A late charge of 10% of outstanding payment amount due will be imposed if the assessment has not been paid within 30 days. Furthermore, the Association shall be entitled to recover any reasonable collections cost, including attorney's fees, that the Association then incurs in its efforts to collect the delinquent sums. Payment plans are available in accordance with the Association's policy.

**2. Payment Receipts/Overnight Payment Locations:** Owners can request a receipt from the Association, which indicate the date of payment, and person who received it. Any request for a receipt of payment must be submitted directly to the Association's business address (separately from any actual payment). Overnight payment of assessments may be delivered to the following address:

Glenshire/Devonshire Residents Association  
15726 Glenshire Drive, Truckee, CA 96161

**3. Application:** Any payments made by the owner of a separate interest toward the debt shall first be applied to the assessments owed, and, only after the assessments owed are paid in full shall the payment be applied to the fees and costs of collection, attorney's fees, late charges, or interest.

**4. Interest:** At the option of the Association, interest shall be due on all such accounts, once due and unpaid for thirty (30) days, at the rate of 12% per annum.

**5. Secondary Address:** Upon receipt of a written request by an Owner identifying a secondary address for the purposes of assessment collection notices, the Association shall send additional copies of any collection notices required by this Collection Policy to the secondary address provided. The Owner's notice of a secondary address must be in writing and mailed to the Association in a manner that shall indicate that the Association has received it.

**6. Notice of Right to Receive Meeting Minutes:** Members may request copies of the minutes of the Board of Directors meetings by submitting the request in writing to the Association Secretary at 15726 Glenshire Drive, Truckee, CA 96161.

**7. Internal Dispute Resolution (IDR):** Prior to authorizing a Pre-lien letter, the Association, in a separate written communication, shall offer to meet and confer with a delinquent owner to resolve any assessment dispute. An Owner who wishes to accept the Meet and Confer Offer must do so by submitting his/her written request to accept the offer with the Association within twenty (20) days of the Meet and Confer Offer. The Association shall set a prompt date and time for the meeting at the Association office.



The Association shall designate a Board officer or Association representative to participate in the meeting with the delinquent owner. An owner may request a board officer to be present at the meeting. If no resolution is reached, the Board of Directors, in an open meeting, by majority vote, may initiate the Pay or Lien Process.

**8. Pre-Lien or Pay:** If any portion of any such assessment or late charge remains unpaid for sixty (60) days, a Pre-lien letter may be sent, by certified mail, to the delinquent record owner(s) at the owners last mailing address provided to the Association. Such notice will include a detail of the total amounts delinquent, including but not limited to, assessments, late charges, interest and costs of collection. A copy of the Association's collection policy shall be attached to the Pay or Lien Letter. The opportunity for the delinquent owner to participate in IDR, meet and confer or the Alternative Dispute Resolution (ADR) process will again be offered at this time.

**9. Assessment Lien:** If the delinquent Owner does not bring his/her account current within the deadline set forth in the Pre-Lien Letter, the Board of Directors shall approve the recordation of an assessment lien against the delinquent owners property. The Board's decision to record the assessment lien shall be by a majority vote of a quorum of the Board members at the open meeting. The Board's action should refer to the Unit/Lot/parcel number of the property that is delinquent, rather than the name of the owner. Recording this notice creates a lien, which is subject to foreclosure, against the Owner's property.

**10. Pre-Foreclosure Actions:** If any portion of any such assessment or late charge remains unpaid for one (1) year or accrues the amount of \$1,800 after the original due date, the Board may begin the foreclosure proceedings. Prior to initiating foreclosure, the Board of Directors must, in executive session, approve the decision to proceed with foreclosure by a majority vote of a quorum of the Board of Directors. The Board shall record the Board's executive decision in the minutes of the next meeting of the Board open to members by referencing the unit/lot/parcel number of the property that is delinquent. The entire "non-judicial" process may be handled by the Association's attorney or assigned agent.

**11. Notice of Default and Election to Sell:** The Notice of Default and Election to sell shall be recorded at the County Recorder's Office and a three month reinstatement period shall begin.

**12. Notice of Trustee Sale:** If, after three months the delinquency is not cured the Association's agent may proceed with the "non-judicial" foreclosure process in accordance with current law and practice.

**13. Return Check:** A fee of \$25 will be charged to owners for all returned checks.

## **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, 2006. 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 Section 5715 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. (CA civil code Chapter 8 article 3)

In a judicial or non-judicial foreclosure, the association may recover assessments, reasonable costs of collection, reasonable attorney's fees, late charges, and interest. The association may not use non-judicial foreclosure to collect fines or penalties, except for costs to repair common areas damaged by a member or a member's guests, if the governing documents provide for this. (CA civil code Chapter 8 articles 1, 2 & 3)

The association must comply with the requirements of chapter 8 article 2 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. (Chapter 8 article 2)

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. (Chapter 8 article 2)

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. (Chapter 8 article 2)

(\*) GDRA gives an additional 15 day grace period (30 days total) before dues become delinquent

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

## **PAYMENTS**

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

An owner may dispute an assessment debt by submitting a written request for dispute resolution to the association as set forth in Article 5 (commencing with Section 5705(b)) of Chapter 4 of Title 6 of Division 2 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 2 (commencing with Section 5925) of Chapter 7 of Title 6 of Division 2 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(c) of the Civil Code).

## **MEETINGS AND PAYMENT PLANS**

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

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

**GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION**  
**CC&R COMPLIANCE AND DAMAGE**  
**ASSESSMENT POLICY**  
Approved 4/14/2010

It is the policy of the Glenshire Devonshire Residents Association to encourage voluntary compliance with the CC&Rs and the architectural and design guidelines. In order to foster compliance with the CC&Rs and architectural and design guidelines applicable to the Glenshire Devonshire Residents Association and its members, the Board adopts the following procedures to encourage compliance and to assess damages for failure to comply, in order to encourage compliance.

Step 1: When a violation is identified through either periodic inspection by the Association, by direct complaint to the Association or inspection associated with the transfer of property, the Property Owner is sent a courtesy letter from the GDRA Staff identifying the item of non-compliance and indicating a time frame for compliance based on the severity of the non-compliance and seasonal considerations, normally a 30 day period. Violations that present a safety concern, defensible space, vehicles under repair, or living in a temporary structure may have a 14 day or shorter period. During that notice period, the General Manager is authorized to negotiate with the Property Owner a CC&R Compliance Agreement.

Step 2: Absent compliance or an executed CC&R Compliance Agreement, or based on failure by the Property Owner to timely perform under an executed CC&R Compliance Agreement, the Property Owner is sent a second warning letter stating that the non-compliance will be brought to the attention of the Board of Directors at its next regular meeting to consider assessment of Damages according to the schedule of damages. The Property Owner may appear at the Board meeting and present testimony or evidence for the Boards consideration.

Step 3: After Board consideration, the Board may withdraw the notice of non-compliance, or, if the Board so directs, the Property Owner is sent a certified letter from the Board identifying the non-compliance items, the terms and amount of the damages to be assessed, and notifying the Property Owner of the suspension of membership rights. That letter shall set forth the Property Owners appeal rights.

Step 4: The Property Owner shall have fourteen (14) days from the date of the certified letter to appeal the Board decision regarding assessment of damages and suspension of membership privileges. That appeal shall be in writing absent a timely appeal, the damages are assessed and the membership privileges are suspended, pending compliance. The submission of an appeal letter in no way releases a property owner from compliance with the CC&R's and rules of the Association.

Step 5: If the Property Owner timely appeals, the Board shall consider that appeal at its next regularly scheduled meeting as a *de novo* appeal. The Property Owner may present any new or additional information to the Board during the hearing on the appeal. Any assessment of damages and suspension of membership privileges against the Property

Owner are held in abeyance until the Board resolves the Property Owners appeal. The Board shall issue a written decision on the Property Owners appeal no later than fourteen (14) days after the hearing before the Board on the Property Owners appeal. The written decision of the Board shall include a period within which the Property Owner must bring the property into compliance to avoid further legal action.

Step 6: If the Property Owner fails to timely bring the property into compliance, the board may choose to increase fines or the matter may be referred to Counsel for the Association. If the Property Owner chooses, they may ask to have the Association appoint an agent to give the Property Owner notice of its rights to conduct an alternative dispute resolution (ADR) process, pursuant to Civil Code section 5935. If the Property Owner timely elects to participate in such an ADR proceeding, the Board shall designate the representative of the Association to participate therein, and shall grant to that representative authority to negotiate in such a session on behalf of the Association.

Step 7: If the Property Owner declines to participate in ADR, or if the ADR process does not result in satisfactory compliance, the Board shall consider the commencement of appropriate legal action to encourage compliance pursuant to civil code 5975. Action to bring a property into compliance would normally be conducted within a period of 90 to 150 days depending upon the violation. This action may include entering onto an owners' property to bring a property into compliance as provided by in the CC&R's. Any costs associated with such actions will be charged to the owner of the property in violation and may be collected as a judicial or non-judicial lien. If Assessments, fees and fines have accumulated to more than \$5,000 a judicial lien may be applied to the violating owner. If such legal action is commenced, and a judgment is granted in that legal action in favor of the Association, then the fees and costs incurred by the Association therein, and for enforcement thereof, shall be recorded as a lien against the real property in favor of the Association.

## **GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION 2017 FACILITY PASS POLICY**

### **Photo Pass Information:**

Members 3 years and older must obtain a photo pass and it must be presented to the facility staff each visit. Only members in good standing may enjoy the facilities; dues, special assessments, and any other fees must be paid.

Adults and children may be required to provide acceptable identification (i.e., drivers' license/school ID card) to receive passes.

Photo I.D. Passes are issued or renewed at the cost of \$25 per pass per year either on line, or check by mail. All Passes expire December 31, 2017 or when title of property changes. Early bird pass fees purchased only between dates of April 1, 2017 and May 1, 2017 are \$20 per pass.

**Family Members:** Passes are available to GDRA property owners and their immediate family or related persons. Total passes cannot exceed 5 and any additional family members will be considered guests (guest fees apply).

**Members without Passes:** Members without passes will be charged at daily guest fee rate.

**Passes for non-family members and non-owners:** Two of the 5 available passes per property may be obtained for non-family members, non-residents/ nanny for \$75 per pass per year.

### **Guest Information:**

A guest is any individual invited by an Owner to use amenities (with the approval of the Association), including renters. Members may invite up to four guests per day per property. Guests must be accompanied by the Owner.

Guest fees are \$5 per visit per guest of any age.

### **Transfer of facility passes:**

Homeowners may transfer facility rights to leasehold tenants provided the lease term is three (3) months or longer. A facility transfer form and verification of the lease will be required. Transfer of rights must be updated annually.

Lost or stolen cards should be reported immediately. Replacement photo passes will be reissued at the Owner's expense at the cost of \$10 per replacement.

Unauthorized use of an Association photo pass may result in the loss of facility use and privileges.

## **GENERAL RULES APPLICABLE TO FACILITY USE**

### **Use of Facility by Minors, Members and Guest:**

Children under the age of **12** will not be allowed to use, or have access to, any Association amenities without direct adult supervision. Any member or guest not following the rules may be asked to leave.

### **Personal Injury and Property Damage:**

Amenity users assume all risk of personal injury to themselves, their family members, and guests, and for loss of, or damage to, the personal property of any such person; and hereby agree that the Association, and its management, staff, or any agent, shall not be responsible for any loss or injury sustained by the Owner, dependent child, immediate or extended family or guest of the Owner. The Association Rules may require the execution of further waivers of liability as a condition to Amenity use.

**The Association reserves the right to modify the policy on a case-by-case basis.**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION  
(Hereinafter “Association”)  
A California Nonprofit Mutual Benefit Corporation**

**Re: Internal Dispute Resolution Process**

**WHEREAS**, Civil Code 5900 through 5920 identifies an internal dispute resolution process (“IDR Process”) that an Owner and Community Association must pursue as a prerequisite to an enforcement action;

**WHEREAS**, Civil Code 5915 identifies an IDR Process applicable to all community associations that do not otherwise provide for an alternative procedure;

**WHEREAS**, the Board of Directors desires to identify the Association representatives who would participate in the IDR Process;

**WHEREAS**, the Association desires to adopt an IDR Process;

**NOW, THEREFORE, BE IT RESOLVED**, that Glenshire Devonshire Residents Association adopts the IDR Process contained within Civil Code 5915 (deemed within the statute to be fair, reasonable, and expeditious) as follows:

1. This IDR Process applies to the Association as well as an Owner as a prerequisite to the filing of any litigation related to a dispute involving their respective rights, duties or liabilities under the governing documents, the Davis-Stirling Common Interest Development Act (D-S Act”) and/or the nonprofit mutual benefit corporation law (“collectively “CID Dispute”). It does not relate to any collection of assessments unless the Association determines it needs to file litigation to collect same.
2. Either party (Association or Owner) to a CID Dispute may invoke the following procedure:
  - a. The party may request the other party and meet and confer, in an effort to resolve the CID Dispute. The request shall be in writing.
  - b. An Owner may refuse an Association request to meet and confer. The Association may not refuse an Owner’s request to meet and confer.
  - c. The Board hereby designates the President or in his/her absence, the Vice-President (“Board Designee”), as well as the CID Manager to meet and confer with the Owner. The Board Designee shall also have the right to request the Chairperson of any applicable Committee involved in the CID Dispute to assist the Board and attend the meet and confer session with the Owner. If the Association is pursuing litigation related to a delinquent assessment, the Board designates the Treasurer in lieu of the President as the Board Designee.



3. Although not precluded, attorney participation in the IDR Process is discouraged in order to maintain direct discussions between the principals of the CID Dispute and to maintain the goal of resolution through an expeditious process. To the extent Owner requires that his/her/its attorney attend the IDR Process, the Owner shall be required to give five (5) business days' notice to the Association so that the Association can ascertain if it desires its corporate counsel to also attend.
4. 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 CID Dispute.
5. A resolution of the CID Dispute agreed to by the parties shall be memorialized in writing and signed by the parties, including the Board Designee on behalf of the Association.
6. The Agreement reached by the Owner and the Board Designee binds the parties and is judicially enforceable if both the following conditions are satisfied:
  - a. The Agreement is not in conflict with law or the governing documents of the Association; and
  - b. The Agreement is ratified by the Board of Directors within thirty (30) days of the date that the Agreement is executed by the Owner and the Board Designee.
7. The Owner participating in the IDR Process shall not be charged a fee to participate in the IDR Process.

#### CERTIFICATE OF SECRETARY

I certify that I am the duly qualified and acting secretary of Glenshire Devonshire Residents Association, a California Nonprofit Mutual Benefit corporation. The foregoing is a true and correct copy of the Resolution duly adopted by the Board of Directors of the corporation at a meeting held on March 9, 2005, and entered in the minutes of such meeting in the Minute Book of the corporation. The Resolution is in conformity with the Corporations Code, the Articles of Incorporation and the Bylaws of the corporation and has never been modified or appealed and is, as of now, in full force and effect.

Dated: April 11, 2005

Glenshire Devonshire Residents Association  
A California Nonprofit Mutual Benefit Corp.

By: Sally Lyon, Secretary

**GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION**  
**2015/2016 Pool/Maintenance Facilities Renovation Project Summary**

After extensive research and deliberations, the Board of Directors decided in 2015 to move forward with the Pool/Maintenance Facilities Renovation project as follows:

- Upgrading all pool facilities and infrastructure to meet current ADA, Health and building codes
- Renovate 45 year old main pool, increasing in size by approximately 25%
- Renovate wading pool and wading pool supporting infrastructure
- Replace pool pass office
- Replace failing pool equipment and pool operation support buildings (3)
- Replace maintenance sheds (3) and outdoor storage area within the inclusive building, increasing covered storage area by approximately 315 sq. ft., and eliminating approximately 390 ft. of outside storage.
- Re-grading grounds and installing ground water and subsurface drains to protect the clubhouse, pool, pool facility and pond.
- Total expected project cost
  - \$1,356,178 (project construction)
  - \$ 93,132 (capital improvements)
  - \$ 109,150 (design / engineering / permits / project management)
  - \$ 11,985 (loan fees: points, legal, closing, project inspections)
  - \$1,570,445 (Total expected project cost)
- Expected funding sources
  - \$ 366,159 (2015 existing/allocated reserve funds)
  - \$ 93,132 (2015 operating funds for capital portion of project)
  - \$1,112,500 (5 year loan @ 4.765% interest, repaid by member special Assessment)
  - \$1,571,791 (Total expected project funding)
- 2016 Member Special Assessment Levy
  - Total: \$933 per parcel
  - Payment Options:
    - pay in 5 annual payments of \$187 by the 1<sup>st</sup> of March in 2016 and the four subsequent years (2017, 2018, 2019 and 2020)
    - pay discounted rate of \$830 if paid in full by March 1, 2016
  - Due Date: By March 1, 2016

## GDRA POOL RENOVATION SUMMARY REVENUE / COSTS

<b>Pool Renovation Project Budget</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>Total</b>
<u>Uses of Funds:</u>							
Project costs	862105	603224	0	0	0	0	1465329
Project Capital expenditures (new)	93132	0	0	0	0	0	93132
Loan Fees: Points/Legal/Inspects	11985	0	0	0	0	0	11985
Total Uses of Funds	967222	603224	0	0	0	0	1570446
<u>Sources of Funds:</u>							
Existing Replacement Reserves	366159	0	0	0	0	0	366159
Capital Expenditure Budget Line	93132	0	0	0	0	0	93132
Loan proceeds	476970	635530	0	0	0	0	1112500
Total Sources of Funds	936261	635530	0	0	0	0	1571791
Net	-30961	32306	0	0	0	0	1345
<u>Loan/Special Assessment Schedule:</u>							
Total Loan interest & princ payments	2762	735208	158458	118458	118458	98714	1232058
Total Special Assessment income	0	818016	120615	120615	120615	62100	1241961
Net	-2762	82808	-37843	2157	2157	-36614	9903
Net carry forward from prior year	0	-2762	80046	42203	44360	46517	
Net adjusted	-2762	80046	42203	44360	46517	9903	

Juniper Hill Property Owners Association  
Policy on Use of Roads by Non-Members

The Glenshire/Devonshire Residents Association Board of Directors has agreed to honor the Juniper Hill Property Owners Association policy on the "Use of Roads by Non-Members".

The Juniper Hill Property Owner Association is a private and gated community. The use of the road system is available for Juniper Hill members, their family members, tenants, and current guests to, travel to, from and within the subdivision.

Glenshire/Devonshire membership may use the GDRA restricted building 9.6 acre parcel within Juniper Hill in the same manner as other designated parcels of "open space". Absolutely no motor vehicles allowed. Glenshire/Devonshire residents may access the Association parcel on foot, horse or bike without accessing the Juniper Hill road system.

While Juniper Hill subdivision is adjacent to the GDRA subdivision, the Association roads are not available for use by Glenshire/Devonshire residents. Authorized personnel of GDRA using the roads for a business purpose pertaining to their ownership of property within the Juniper Hill subdivision, are permitted to use the roads.

Members of the Juniper Hill Property Owners Association may not give an authorization to any person or entity to use the subdivision roads. Any use by non-members shall be governed by this policy.

Signs will be displayed at each entrance to the subdivision giving notice that use by non-members is prohibited and will be considered to be trespassing.

The cooperation of all Glenshire/Devonshire residents is greatly appreciated.

Sincerely,

GDRA  
Board of Directors

November 21, 2016

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

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

Browning Reserve Group prepared this Full Study for the January 1, 2017 - December 31, 2017 fiscal year.

Glenshire Devonshire Residents Association is a Planned Development with a total of 1,357 Units.

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

### **Funding Assessment**

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

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

<i>Reserve Component</i>	<i>Current Replacement Cost</i>	<i>Useful Life</i>	<i>Remaining Life</i>	<i>2016 Fully Funded Balance</i>	<i>2017 Fully Funded Balance</i>	<i>2017 Line Item Contribution based on Cash Flow Method</i>
<b>01000 - Paving</b>	<b>175,938</b>	<b>5-25</b>	<b>5-11</b>	<b>75,184</b>	<b>81,236</b>	<b>15,806</b>
<b>02000 - Concrete</b>	<b>72,939</b>	<b>5-30</b>	<b>3-30</b>	<b>2,809</b>	<b>3,212</b>	<b>305</b>
<b>04000 - Structural Repairs</b>	<b>132,013</b>	<b>3-30</b>	<b>2-30</b>	<b>47,321</b>	<b>55,804</b>	<b>9,547</b>
<b>04500 - Decking/Balconies</b>	<b>154,375</b>	<b>40-40</b>	<b>1-37</b>	<b>90,033</b>	<b>96,240</b>	<b>3,030</b>
<b>05000 - Roofing</b>	<b>76,950</b>	<b>10-30</b>	<b>7-25</b>	<b>49,268</b>	<b>52,748</b>	<b>4,079</b>
<b>08000 - Rehab</b>	<b>196,305</b>	<b>1-25</b>	<b>0-25</b>	<b>180,698</b>	<b>13,264</b>	<b>1,937</b>
<b>12000 - Pool</b>	<b>174,526</b>	<b>5-40</b>	<b>0-40</b>	<b>15,373</b>	<b>18,538</b>	<b>19,783</b>
<b>17000 - Tennis Court</b>	<b>107,950</b>	<b>7-21</b>	<b>1-8</b>	<b>92,497</b>	<b>99,994</b>	<b>7,572</b>
<b>17500 - Basketball / Sport Court</b>	<b>1,500</b>	<b>15-15</b>	<b>10-10</b>	<b>500</b>	<b>615</b>	<b>146</b>
<b>18000 - Landscaping</b>	<b>25,000</b>	<b>2-20</b>	<b>1-10</b>	<b>22,400</b>	<b>24,703</b>	<b>2,021</b>
<b>18500 - Lakes / Ponds</b>	<b>3,500</b>	<b>30-30</b>	<b>3-3</b>	<b>3,150</b>	<b>3,348</b>	<b>144</b>
<b>19000 - Fencing</b>	<b>41,175</b>	<b>18-30</b>	<b>1-30</b>	<b>24,666</b>	<b>26,694</b>	<b>2,046</b>
<b>20000 - Lighting</b>	<b>1,675</b>	<b>15-15</b>	<b>8-15</b>	<b>428</b>	<b>497</b>	<b>165</b>
<b>21000 - Signage</b>	<b>14,200</b>	<b>15-15</b>	<b>4-8</b>	<b>9,080</b>	<b>10,277</b>	<b>1,238</b>
<b>22000 - Office Equipment</b>	<b>19,100</b>	<b>4-10</b>	<b>0-6</b>	<b>12,235</b>	<b>9,888</b>	<b>3,821</b>
<b>23000 - Mechanical Equipment</b>	<b>15,200</b>	<b>10-15</b>	<b>6-6</b>	<b>8,380</b>	<b>9,755</b>	<b>1,507</b>
<b>24000 - Furnishings</b>	<b>13,075</b>	<b>5-20</b>	<b>0-12</b>	<b>8,581</b>	<b>7,842</b>	<b>1,361</b>
<b>24500 - Audio / Visual</b>	<b>1,200</b>	<b>10-10</b>	<b>5-5</b>	<b>600</b>	<b>738</b>	<b>155</b>
<b>25000 - Flooring</b>	<b>39,098</b>	<b>12-22</b>	<b>1-20</b>	<b>10,937</b>	<b>13,488</b>	<b>3,649</b>
<b>25500 - Wallcoverings</b>	<b>1,372</b>	<b>25-25</b>	<b>25-25</b>	<b>53</b>	<b>56</b>	<b>112</b>
<b>26000 - Outdoor Equipment</b>	<b>72,775</b>	<b>5-25</b>	<b>1-20</b>	<b>45,538</b>	<b>52,195</b>	<b>7,034</b>
<b>27000 - Appliances</b>	<b>6,200</b>	<b>10-12</b>	<b>2-12</b>	<b>3,492</b>	<b>4,056</b>	<b>679</b>
<b>29000 - Infrastructure</b>	<b>5,000</b>	<b>30-30</b>	<b>29-29</b>	<b>167</b>	<b>342</b>	<b>390</b>
<b>30000 - Miscellaneous</b>	<b>16,984</b>	<b>10-15</b>	<b>0-10</b>	<b>11,784</b>	<b>9,931</b>	<b>1,972</b>
Totals	<b>\$1,368,049</b>			<b>\$715,173</b>	<b>\$595,458</b>	<b>\$88,500</b>
Estimated Ending Balance				<b>\$288,547</b>	<b>\$179,341</b>	<b>\$65.22</b>
Percent Funded				<b>40.3%</b>	<b>30.1%</b>	/Unit/year @ 1357

November 21, 2016

- (1) The regular assessment per ownership interest is \$330.00 per year for the fiscal year beginning January 1, 2017.

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

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

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

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

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

Yes ☒ No ☐

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

- (4) If the answer to (3) is no, what additional assessments or other contributions to reserves would be necessary to ensure that sufficient reserve funds will be available each year during the next 30 years that have not yet been approved by the board or the members

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

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

- (6) Based on the method of calculation in paragraph (4) of the subdivision (b) of section 5570, the estimated amount required in the reserve fund at the end of the current fiscal year is \$715,173, based in whole or in part on the last reserve study or update prepared by Browning Reserve Group as of November, 2016. The projected reserve fund cash balance at the end of the current fiscal year is \$288,547 resulting in reserves being 40.3% percent funded at this date. Civil code section 5570 does not require the board to fund reserves in accordance with this calculation.

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

(7) Based on the method of calculation in paragraph (4) of subdivision (b) of section 5570 of the Civil Code, the estimated amount required in the reserve fund at the end of each of the next five budget years is presented in column (b) 'Fully Funded Balance' in the table immediately below; and the projected reserve fund cash balance in each of those years, taking into account only assessments already approved and other known revenues, is presented in column (c) 'Reserve Ending Balance'; leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective years.

Fiscal Year (a)	Fully Funded Balance (b)	Reserve Ending Balance (c)	Percent Funded (d)
2017	\$595,458	\$179,341	30.1%
2018	\$472,403	\$262,882	55.6%
2019	\$545,174	\$313,669	57.5%
2020	\$585,228	\$380,436	65.0%
2021	\$641,716	\$304,672	47.5%

If the reserve funding plan approved by the association is implemented, the projected fund cash balance in each of those years will be the amounts presented in column (c) 'Reserve Ending Balance' in the table immediately above, leaving the reserve at percent funding as presented in column (d) 'Percent Funded' in each of the respective years.

NOTE: The financial representations set forth in this summary are based on the best estimates of the preparer at that time. The estimates are subject to change. At the time this summary was prepared, 2.50% per year was the assumed long-term inflation rate, and 1.00% per year was the assumed long-term interest rate.

#### Additional Disclosures

**§5565(d)** The current deficiency in reserve funding as of December 31, 2017 is \$307 per ownership interest (average).

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

Deficiency = 
$$\frac{2017 \text{ Fully Funded Balance} - 2017 \text{ Reserve Ending Balance}}{\text{Ownership Interest Quantity}}$$

**§5300(b)(4)** The current board of directors of the association has not deferred or determined to not undertake repairs or replacements over the next 30 years.

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

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

Section 5300(b) the association has an outstanding loan with a maturity greater than one year. Purpose: pool renovation; Amount (2016): \$1,112,500; Term: 5 years; Interest Rate: 4.765% fixed; Maturity: November 1, 2020. Loan repayment is from operating.



# 30 Year Reserve Funding Plan Cash Flow Method

Final Rev-2

Prepared for the 2017 Fiscal Year

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Beginning Balance</b>	196,977	288,547	179,341	262,882	313,669	380,436	304,672	357,074	340,987	396,551
<b>Inflated Expenditures @ 2.5%</b>	181,439	200,033	9,372	45,061	32,176	177,241	51,606	122,994	54,333	30,472
<b>Reserve Contribution</b>	90,000	88,500	90,712	92,980	95,490	98,068	100,716	103,435	106,228	109,096
<i>Units/year @ 1357</i>	66.32	65.22	66.85	68.52	70.37	72.27	74.22	76.22	78.28	80.39
<i>Percentage Increase</i>		-1.7%	2.5%	2.5%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%
<b>Special Assessments / Other <sup>1</sup></b>	180,593	0	0	0	0	0	0	0	0	0
<b>Interest Pre Tax @ 1.00%</b>	2,416	2,328	2,200	2,868	3,453	3,409	3,292	3,473	3,669	4,359
<b>Ending Balance</b>	288,547	179,341	262,882	313,669	380,436	304,672	357,074	340,987	396,551	479,534

1) See Section III-b, Other Contributions Detail, for important information regarding "Special Assessment/Other" details which include multiple funding activities.

	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
<b>Beginning Balance</b>	479,534	454,756	427,683	523,620	499,360	600,295	618,040	575,018	675,060	794,172
<b>Inflated Expenditures @ 2.5%</b>	141,467	146,531	26,970	150,714	29,178	116,324	180,420	41,190	26,856	61,628
<b>Reserve Contribution</b>	112,042	115,067	118,174	121,365	124,642	128,007	131,463	135,013	138,658	142,402
<i>Units/year @ 1357</i>	82.57	84.80	87.08	89.44	91.85	94.33	96.88	99.49	102.18	104.94
<i>Percentage Increase</i>	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%
<b>Special Assessments / Other</b>	0	0	0	0	0	0	0	0	0	0
<b>Interest Pre Tax @ 1.00%</b>	4,648	4,390	4,733	5,089	5,471	6,061	5,936	6,219	7,310	8,346
<b>Ending Balance</b>	454,756	427,683	523,620	499,360	600,295	618,040	575,018	675,060	794,172	883,292

	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045
<b>Beginning Balance</b>	883,292	843,758	752,043	715,927	816,783	883,720	911,362	887,613	1,049,816	1,207,507
<b>Inflated Expenditures @ 2.5%</b>	194,373	249,850	197,671	65,185	104,217	148,375	204,296	23,666	34,527	118,446
<b>Reserve Contribution</b>	146,247	150,196	154,251	158,416	162,693	167,086	171,597	176,230	180,988	185,875
<i>Units/year @ 1357</i>	107.77	110.68	113.67	116.74	119.89	123.13	126.45	129.87	133.37	136.97
<i>Percentage Increase</i>	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%	2.7%
<b>Special Assessments / Other</b>	0	0	0	0	0	0	0	0	0	0
<b>Interest Pre Tax @ 1.00%</b>	8,592	7,939	7,303	7,625	8,460	8,931	8,950	9,639	11,230	12,412
<b>Ending Balance</b>	843,758	752,043	715,927	816,783	883,720	911,362	887,613	1,049,816	1,207,507	1,287,348

## 30 Year Reserve Funding Plan Special Assessments / Other Contributions Detail

Final Rev-2

Prepared for the 2017 Fiscal Year

Funding Source	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>2016 Budget Excess</b>															
<b>INFLOW</b> Lump Sum Inflow: fp1	20,000														
This represents an inflow of \$20,000 during 2016 from a budget excess.															
<b>Loan Draw 2016 Only</b>															
<b>INFLOW</b> Lump Sum Inflow: fp1	220,593														
This is the projected Loan Draw in 2016.															
<b>Loan Payment of 2015 Loan from Operating</b>															
<b>OUTFLOW</b> Lump Sum Outflow: fp1	-60,000														
This is to repay in 2016, the \$60,000 borrowed from operating in 2015.															
Net Total Other Contributions	180,593	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## **GLENSHIRE DEVONSHIRE RESIDENTS ASSOCIATION 2017 NEW POLICIES**

### **Defensible Space Enforcement Policy**

Most people are concerned with the safety and wellbeing of their family, property and themselves. One of the easiest ways to do so is through Defensible Space. GDRA lies in a high Wildland Urban Interface (WUI) zone. This means that a wildland fire will occur here in the future; when and how damaging are factors you can control. Starting in 2017, GDRA will take a more aggressive roll in enforcement of defensible space laws. In doing so, the GDRA board of Directors has directed staff to enforce defensible space laws using the following criteria:

1. All seasonal grasses and weeds shall be cut to 4" or less within 100' of any structure by July 1, 2017, unless a notice stating otherwise has been issued. This includes empty lots. Structures include but are not limited to: fences, sheds, outbuildings and main structure.
2. Piles of brush, branches, grasses, weeds or other flammable materials will be subject to fines after July 1, 2017, unless a notice stating otherwise has been issued.
3. Overgrown and fuel ladder conditions shall be thinned as noted in CA Fire defensible space guides.
4. Any violation of CA Fire, Truckee Fire or other government agency, as they pertain to Defensible Space, may / will be cited as a defensible space violation. [readyforwildfire.org](http://readyforwildfire.org)
5. Any person(s) with property bordering GDRA common space has permission to cut all annual weeds / grasses within 100' of any structure on their property. This does not include trees, brush or woody plants. Please contact GDRA offices if you would like to implement a more extensive defensible space clearing plan on GDRA property.
6. Those who do not comply within 14 days may receive a notice of immediate fines that may / will increase weekly for each week the property is not in compliance. Fines may start at \$100.
7. Staff will begin inspections in late May 2017 and fines will start on July 1, 2017, unless stated otherwise in any notice delivered to any property owner in GDRA.
8. Any lot that requires a re-inspection after July 1, 2017 will also incur a \$50 re-inspection fee.

The above is enforceable under CA civil code section 4000, PRC 4291, GDRA rule 3.06 GDRA CC&R 8.01, 8.08, 8.09, 13.06.

**Information on Defensible Space is available at [readyforwildfire.org](http://readyforwildfire.org) in the  
"Ready, Set, Go" section**

**Any questions? Please contact:  
Truckee Fire at 530.582.7850 or the GDRA offices at 530.587.6202**

**Board Resolution to support letters beneficial to Community Associations**

**Board Resolution  
for support letters as recommended by CAI-CLAC and/or CACM**

**Whereas**, the Glenshire Devonshire Residents Association has been established to serve the best interests of our members; and

**Whereas**, the Community Associations Institute's California Legislative Action Committee (CAI-CLAC) and California Association of Certified Managers (CACM) represents the interests of community associations in California, sponsors legislation which benefit community associations and their members, and distributes information to community associations about legislative issues; and

**Whereas**, Association members benefit from CAI-CLAC's and CACM's advocacy efforts; and

**Whereas**, submitting letters in support of California Senate and Assembly bills that have been vetted and recommended by CAI-CLAC and or CACM will benefit the Glenshire Devonshire Residents Association;

**Therefore**, it is resolved GDRA will submit letters to appropriate Government officials as recommended by CAI-CLAC and or CACM When such recommendations come in alignment with GDRA's Strategic Plan.

**SO RESOLVED** by the Board of Directors on this date: August 10, 2016

Secretary of the Association, Pam Stock