

AUTUMN WOOD At Hunter's Field Homeowners Association

Second Quarter, 2016

April, May, June

HOA Assessments (Or, Where Do I Send My Check Now?)

Every homeowner knows that HOA assessments support the flow of operations for the Association. The steady influx of funds offsets the costs for such expenses as pool servicing, electricity, gas, landscaping and signage to name of few.

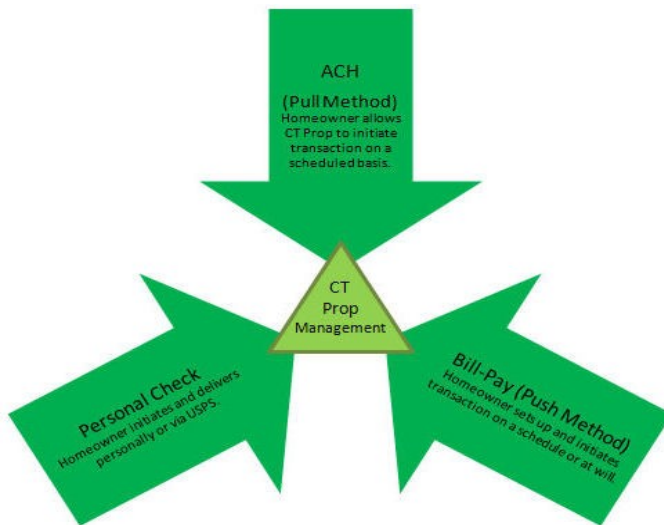
The HOA's governing documents are the foundation for the assessments and also allow for them to be paid either monthly or annually.

Homeowner Associations will generally allocate assessments in one of three ways:

1. *Pro Rata*. Assessments are assigned on a percentage basis to each unit or lot. This is often by square footage.
2. *Uniform*. Members pay the same amount regardless of the size of their units/lots.
3. *Variable or Blended*. Assessments are assigned using a uniform rate for some budget items and a percentage rate for others. This method tries to allocate expenses by usage so that large units pay more for services that provide greater benefits to larger units.

The Autumn Wood HOA allocates the assessments following the uniform method.

Paying the modest \$75 assessment is usually accomplished in one of three ways:



1. By ACH.
2. By personal check.
3. Using a financial institution's Bill-Pay.

Regardless how the payment is originated, once it arrives at CT Prop Management, the Accounting department begins the reconciliation process.

Each account is unique and carefully handled. Personal checks or Bill-Pay checks are inserted into a check processor that reads the bank's routing and individual's

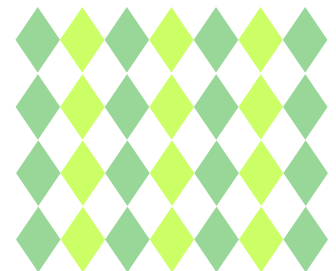
account number. An authorization code is returned and the check amount is validated. The dollar amount is carefully transcribed into the homeowner's AW-account within CT Prop's accounting software.

Homeowners seeing an error in their beginning balance during these initial months of the management transfer should wait until the next account statement for correction. Just as with the last management change, no Late Fees will be levied for the first few months while the transition is underway.



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2015-2016 Board of Directors

Position	Director
President	Sean Wolpin
Vice-President	Frank Boardman
Treasurer	Rashmi Shah
Secretary	Monsef Sidrak
Member At Large	Joe Gibbons
Member At Large	Lee Mainwal
Member At Large	Chris Hernandez

Meet The New Managers

Officially starting April 1st, CT Prop Management, LLC, will take over the management of our Association. This professional company, located in Simi Valley, brings to homeowners over 20 years of hands-on, personalized property management experience, yet is small enough to provide the one-to-one interaction ultimately desired for homeowners.

CT Prop Management's receptive staff will be a welcome change for homeowners trying to resolve issues regarding violations, confirmation of payments, or just getting a question answered - especially if you have suffered delays.



The Winning Team

CT Prop Management's very personable staff is ready to assist Autumn Wood HOA homeowners. Account wizard Lucy, front, Property Managers Linda, left, and Carol, right, work together to manage the HOA's day-to-day operations - with a smile.

Carol and Linda are the new managers for the Autumn Wood Association. They understand the nuances of property management and will strive to assist the Board of Directors in the execution of their duties and advise them of their regulatory obligations. Their knowledge of Common Interest Development business practices will keep the day-to-day operations of the Association running smoothly. Together with assistance from Lucy in the finance department, Carol and Linda already expect to make needed changes to reinvigorate the feeling of cohesiveness between managers and Board members.

Homeowners can expect a change as well. Their calls for assistance are handled almost immediately. Bureaucratic layers and inter-department inefficiencies no longer exist. Just having financial answers one office away promises to ease some of homeowner headaches.

CT Prop Management's office is located close to the community. Homeowners can easily visit to personally discuss issues, drop off a document or a check, resolve financial oversights, or attend the Board meetings during the winter season in the building's conference room.

It's a return to effective, personal property management where cooperation is the real value to the HOA. CT Prop Management is committed to the Association's success. But most importantly, their warm attitude is focused on resolving each homeowner's issue.

Their telephone number is (805) 520-0301.

HOA Convenes On Thursdays

After eight years of conducting meetings on the third Tuesday of each month, the Board recently voted to move the meeting date to the 3rd Thursday of each month.

"This change in schedule might now encourage more homeowners to attend our meetings," said Monsef Sidrak, HOA Secretary. "Hey, they may even want to become Board members!"

The meetings will still be convened at the pool or at the CT Prop conference room according to the Master Schedule, posted on the HOA website.

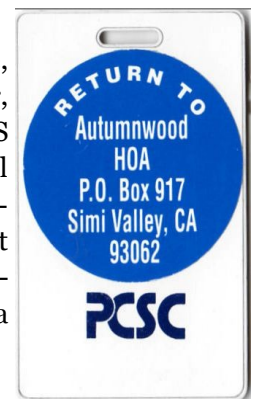
Lost Pool Keys

A lost pool key card can cost you money - \$50 in fact, if you wish to replace it. Non-functioning keys can be exchanged, however.

Treat your key card with the same care as your mailbox key, but don't combine them for obvious reasons.

Keep your pool key card handy when at the pool; you'll need to use your key card when using the restroom. Also, a security agent may ask to see it.

The bright blue, *Return To* sticker, honored by the US Postal Service, will also help in retrieving your lost key, should someone drop it in a mailbox.



Exposed Wires, Cables, and Conduits

Any permanently installed cable, wire or conduit that is visibly affixed to the exterior of the residence and visible to the street must run neatly along the face and sides of the house or trim, and be blended to the color of the stucco or trim. The same rule applies to satellite dishes. They must be installed with the wires running through the attic or wall of the house, or along the face and side walls. For new installations, inform the technician of the HOA rule. If the need arises, call the utility supervisor for cooperative enforcement.

Pool Rules Review

Each year, the Board of Directors reminds Association members about the rules and regulations for our community pool.

Pool and spa hours: 6am - **10pm** Sunday thru Thursday

6am – **11pm** Friday and Saturday

The electronic locks on the gate and bathroom doors stop working after closing time.

The pool and spa are for the use of Autumn Wood residents and their accompanied guests only.

Children under 14 may not use the pool unless supervised by a responsible adult while in the pool area.

Homeowners are responsible for the conduct of their families and guests in the pool area. If you open the gate for someone, they become your guests - your responsibility.

Homeowners must have their pool key card in their possession at all times while in the pool area. Any homeowner has the right to ask to see that key card and you must show it. Anyone without a key card is not permitted to stay.

Be courteous to other homeowners. Speak no profanity. Keep loud noises to a minimum.

No alcoholic beverages or drugs on the premises. No glass or breakable containers in the pool area.

No diving at any time. No climbing on fences or structures. No pets in the pool or pool area. No riding of skates, skateboards, or bicycles in pool area.

No smoking in the pool area. Pick up and properly dispose of your trash.

There is **no lifeguard on duty** -- swim at your own risk. Life saving equipment is for EMERGENCY USE ONLY. Don't use them as playthings.

No trespassing in pool area after-hours, including homeowners.

Enforcement of these rules is two-pronged: through police action for criminal acts, and/or HOA remedies .

The police will detain and arrest violators that are not members of the Association - those that have no right to use the recreational facilities - or in criminal situations of established vandalism, trespassing, or damage over \$400. Amazingly, in some of the reported cases of wrong-doing, those involved were family members of a homeowner.

These situations can only be 'corrected' by invoking the enforcement clauses of the CC&Rs against the responsible homeowner. The remedies include recreational privilege suspension, fines, and legal action.

Make all members of your family aware of the responsibilities (and liability) when using the pool area. Encourage them to limit the number of guests when at the pool. Remember, the use of our recreational area is a privilege; it can be suspended. Repair or replacement costs will be assessed against any homeowner determined to be responsible for any damage.

Landlords are also expected to understand these conditions and are held liable for the actions of their tenants.

Weathered Trim and Stucco Stains

Look at your house as if you were a prospective buyer. Have the seasonal elements deteriorated the paint on the trim, or the trim itself? Do you see dirt stains on the stucco of your residence?

Because trim boards are the outermost covering, they are subject to moisture, which can cause rot over time and if not replaced, the rot will then spread to the house framing. Paint on the trim will protect the surface of the trim from the elements, but over time, UV rays from the sun will cause the paint to dry out and wither to ultimately flake and peel.

Inspect your house trim and honestly evaluate its condition. If the trim shows wear, try to restore the wood by patching, sanding, priming and painting. Replace segments that cannot be repaired.

Strong rains will wash the dust and dirt off your patio and driveway, and your roof. But all that sludge from the tiles may not flow neatly down the drain. It may end up on the side of your residence.

These brown-gray areas on the stucco will make your house look old, unkempt, and detract from the true value. Most walls, except those that are severely stained, can be cleaned simply with the hose, or, in more stubborn cases, by pressurized water.

Check the front and sides of your residence to see if you have stucco stains that must be removed.

Late fees will not be levied on Assessments during the management company transition period.



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The HOA Website:
<http://autumnwood.org>

<i>Scheduled Directors' Meetings</i>			
When:	Apr 21	May 19	Jun 16
Where:	2248 Oakdale Poolside	2248 Oakdale Poolside	2248 Oakdale Poolside

Call for Candidates for Board Positions

Beginning in April, homeowners desiring to hold seats on the Board must submit a candidacy form to validate ownership details. Candidates are also asked to provide the reason for their nomination and to outline their goal for HOA success.

After processing the candidates, an official ballot will be mailed to each homeowner, listing the individuals who have volunteered or been nominated. The ballot will also contain any measures, issues, or actions that need to be voted upon by homeowners. The ballots will be opened at the Annual Meeting in June (or July) in the presence of homeowners and special election inspectors appointed by the Board of Directors.

Being a Board member requires a strong sense of community pride, a desire for community involvement, and participation in Association activities. You will be expected to attend at least eight of the 11 monthly meetings. Your expertise will be utilized and appreciated.

Please feel free to call the management agent, Carol Tolchin, for your nomination form, or with any questions or concerns regarding this procedure. The Directors look forward to receiving information on volunteers and seeing all of you at the meeting to be held in June.

Fiscal Year Financial Statements

At the end of each year, homeowners receive a packet of documents sent by the Association that are required by California law that contain the new fiscal year's budget, the HOA's Dispute Resolution policy, the declared delinquency policy, insurance disclosures, and other State required information. This requirement provides full disclosure to homeowners in order to alleviate any element of confusion regarding the operation of the Association.

The Civil Code also requires the Association to provide financial statements to homeowners verifying its ability to meet its financial obligations. Financial planning and reporting are essential to the survival of any organization. The Autumn Wood Board of Directors takes its fiduciary responsibilities very seriously. Homeowners should receive this Financial Statement document by the end of the first quarter after the fiscal year close. However, because of the lengthy management transition process, the mailing may be delayed 30 days.

All homeowners have an overt duty to make certain they have submitted more than one address, if applicable, for the Association to deliver required documents and provide any official notices. In addition to mailing address information, smart homeowners will offer general contact phone numbers and e-mail addresses to enable more direct communication.

It is especially important for homeowners to continuously update these types of information with the property management company.

"To Weed Or Not To Weed? That Is The Question ..."

That's not quite how Shakespeare phrased the question in *The Tragedy of Hamlet*, but it is no question for which homeowners have a doubt. Next to cleaning the glass on the upstairs windows in the middle of summer, weeding is the most undesirable job around the house. It is also one of the most important. Weeding is a fact of homeownership; whether you have flowerbeds, a manicured lawn, or installed drought-resistant landscape.

Remove weeds manually as soon as they sprout to prevent an outbreak. Apply a pre-emergent herbicide that is labeled safe for your plants and effective against the specific weeds you want to prevent. A pre-emergent herbicide must be applied before the weeds germinate, typically in the spring or fall.