

**MONTECIDO AT PORTOLA HILLS ASSOCIATION**

c/o Total Property Management, Inc.  
23792 Rockfield Blvd, Suite 100  
Lake Forest, CA 92630  
(949) 261-8282 Office \* (949) 261-6958 Fax

**DATE:** October 31, 2022  
**TO:** Montecido Owners  
**FROM:** Montecido Board of Directors  
**RE:** **Notice of Increase in Regular Assessments & Imposition of Special Assessment**

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**\*\*Notice of Increase of Regular Assessments – From \$250.00 to \$300.00 for December 2022**

The Board of Directors has determined that an increase in the regular assessments is needed due to a significant increase in the Association's fire insurance premiums, as described at the recent Town Hall Meeting and correspondence to the membership. An assessment increase is necessary to pay for the minimal property insurance coverage the Association's insurance broker has obtained.

To cover the increase in the Association's fire insurance premiums, effective December 1, 2022, the monthly assessments will increase from Two Hundred and Fifty (\$250.00) to **Three Hundred Dollars (\$300.00)**. An amended budget for the 2022 fiscal year is included for your reference. The Board has authorized an additional increase in assessments for the 2023 fiscal year. You will receive that notice separately.

If you have Automatic Payments sent from your bank, please make sure to adjust the payment amount effective December 1, 2022. If you are enrolled in the Automated Clearing House (ACH) withdrawals with Total Property Management, your assessment payment from your bank will be automatically adjusted.

**\*\*Notice of Imposition of Special Assessment – One-time fee of \$161.40 for December 2022**

The Board of Directors has determined that the imposition of a Special Assessment is needed due to a significant increase in the Association's fire insurance premiums, as described at the recent Town Hall Meeting and correspondence to the membership. An assessment increase and special assessment are necessary to pay for the minimal coverage the Association's insurance broker has obtained.

In order to pay the increase in premiums, the Board of Directors has made the decision to impose a **one-time special assessment of One Hundred Sixty-One Dollars and 40/100 (\$161.40)** per home due on or before December 15, 2022. That amount will also be shown on your assessment statement.

Payment of the one-time Special Assessment needs to be mailed separate from the Regular Assessments. If you are enrolled in the Automated Clearing House (ACH) withdrawals with Total Property Management, payments for the one-time Special Assessment ***will not*** be made automatically. Please mail your payment to Total Property Management, 23792 Rockfield Blvd, Suite 100, Lake Forest, CA 92630. If you are currently enrolled in the ACH program, you may authorize an automatic payment by emailing Heather Manning at [hmanning@totalpm.com](mailto:hmanning@totalpm.com).

Another Town Hall Meeting has been scheduled as a Q&A to further answer questions/concerns that may not have been answered during the first Town Hall Meeting. Before attending, please watch the video from first Town Hall Meeting (provided upon request) & review the original Power Point Presentation (on the HOA website), to answer any questions previously discussed & avoid duplicate discussions. The Town Hall Meeting will take place via Zoom.

**TOWN HALL MEETING – VIA ZOOM  
NOVEMBER 15, 2022 AT 6:00 P.M.**

**By Phone by calling 669-900-6833, Meeting ID: 824-3532-6614, Password: 957486**

**Or by video: <https://us02web.zoom.us/j/82435326614?pwd=RHZqTXF2QmxzeFY4azhpTEpCZTdOdz09>**

Additional information can be found on the Association's website at [www.montecidohoa.org](http://www.montecidohoa.org). Homeowners are strongly encouraged to contact their personal insurance agent to obtain the maximum coverages possible, to protect your home.