

**MOUNTAIN TRAILS HOA
BOARD OF DIRECTORS MEETING
Open Session Agenda
February 21, 2023 AT 6PM**

CALL TO ORDER

MINUTES:

Review and Approval January Meeting Minutes

FINANCIALS

January 2023

OLD BUSINESS:

Gate Maintenance - approved
East side asphalt schedule - March 28-31
Playground Sails/Chimney - approved
Landscaping/Spring Replacements - approved
Pest Control - approved
Insurance claim - submitted
Open Positions/Nominations – Annual Meeting

NEW BUSINESS:

Painting/Masonry (VIVE bid attached)
East Pool Drain & Glassbead & Refill (Poolwerx bid attached)
Patrol Service (Oversii bid attached)
East side asphalt schedule (Homeowner letter and map attached)

HOMEOWNERS SESSION (2 MINUTES PER OWNER)

Adjournment to Closed Session

*****Planned Communities Act New Legislation:

The board is adjourning to go into the closed session and will be discussing items:

Personal Financial Information ARS Section 33-1804(A)(4)

Pending or contemplated litigation Section 33-1248(A)(2)

MOUNTAIN TRAILS COMMUNITY ASSOCIATION

% Kinney Management Services

6303 S Rural Road

Tempe, AZ 85283

(480) 820-3451

OPEN SESSION MEETING ZOOM MINUTES

January 17, 2023

Meeting called to Order at 6:15 pm. Board members present are Valerie Flower, Robert Anderson and Diana Buchbinder. Jayna Van Den Einde is present from Kinney Management. There are 3 homeowners present.

Minutes

Review and approve December 1, 2022 minutes. Motions to approve; seconded and all say "I".

Financial Review

Jayna discussed the December 2022 financials. Variances for the monthly landscape maintenance contract due to a timing issue, but YTD numbers are on budget. All other MTD numbers are in line. Gate Repairs and Maintenance over budget YTD; Pest Control over YTD for gopher treatment.

OLD BUSINESS -

Parking Fines Policy

Gate Maintenance Contract

East side asphalt

Playground Sails/Chimney

Landscaping/NAOS/Trimming/Replacements/Electrical

Reserve Study

Insurance claims

NEW BUSINESS

Gate Maintenance Contract – Signature Gates provided a bid for the West gate swing operators and new hinges.

Motion to approve; seconded and all say "I".

East side asphalt – Sunland scheduled to begin East side asphalt on March 28th. Work will proceed through the 31st. Letters to go out in February and again in March to allow homeowners advance notice of the work including map, dates and information regarding towing. Jayna to provide letter to the Board for review.

Playground Sails/Chimney – Bid from HOA Playground to repair/replace damaged shade sail and to remove the chimney from the playground equipment (causing the tear in the sail). Bid revised to add the second chimney at the East playground. Motion to approve; seconded and all say "I".

Landscaping/NAOS/Trimming/Replacements/Electrical – Spring plant additions for both the East and West sides. Bids were revised to include verbiage as to when the plants would be installed and the 90-day warranty if they were to be installed in late spring/early summer and be subjected to heat. Motion to approve; seconded and all say "I".

Pest Control – Bid from NaturZone provided for the gopher abatement on the West side at the pool and along Baseline Road. In addition, a monthly maintenance contract for \$200. Val questioned whether this included both East and West sides of the community. Jayna to clarify with NaturZone for the terms and get back with the Board to approve.

Insurance claims – The items included in the report to Phoenix PD for the claim were again discussed. Jayna communicated that although she had the Police Report number, she did not have the actual report. Val to provide to Jayna so that she can submit that along with the invoices for the backflow, the pedestrian gate and the estimate for the grill station to the insurance company.

Homeowner session --

Kristen Mattes discussed the tree on Branham Lane as an ongoing concern and it continuing to encroach on her property line. Jayna asked for the specific address and was given 2315 E. Branham Lane. Jayna stated she would address the violation for the tree and Val stated that if the homeowner did not comply that the HOA would trim the tree for the homeowner and bill them for the expense.

Kristen and Diana both mentioned that the trash pickup had been delayed on the West side and not picked up until Saturday around mid-December. It was discussed and agreed that if there were additional pick-up delays, they would be communicated so that Kinney Management and the Board members were aware.

Val brought up that Poolwerx is not consistently operating the East and West Pools. That the bubblers, fountain and aerators should be off during the months of November, December, January and February. Both pools should be operated the same. Also, to notify them that the West pool light is out again. Jayna to send a follow up email to Poolwerx.

There was no further business. Jayna read the ARS guidelines to move into the Closed Session.

The Open Meeting adjourned at 7:33 pm

*****Planned Communities Act New Legislation:

The board is adjourning to go into the closed session and will be discussing items: Personal Financial Information ARS Section 33-1804(A)(4)

Pending or contemplated litigation Section 33-1248(A)(2)

MOUNTAIN TRAILS COMMUNITY

Income Statement

Jan 31, 2023

Account Number

DESCRIPTION	ACTUAL	CURRENT BUDGET	DATE VARIANCE	YEAR ACTUAL	TO BUDGET	DATE VARIANCE
INCOME						
OPERATING INCOME						
RESIDENTIAL ASSESSMENTS	30,679.17	26,995.00	3,684.17	30,679.17	26,995.00	3,684.17
DELINQUENT INCOME	.00	375.00	375.00-	.00	375.00	375.00-
FOB/GATE/KEY INC	100.00	.00	100.00	100.00	.00	100.00
WORKING CAPITAL/ESCROW	340.00	.00	340.00	340.00	.00	340.00
RESERVE CONTRIBUTION/ESCR	340.00	.00	340.00	340.00	.00	340.00
TOTAL OPERATING INCOME	31,459.17	27,370.00	4,089.17	31,459.17	27,370.00	4,089.17
RESERVE ALLOCATION	6,095.00	6,095.00	0.00	6,095.00	6,095.00	0.00
WORKING CAPITAL TRANSFER	340.00	.00	340.00-	340.00	.00	340.00-
RESERVE CONTRIBUTION	340.00	.00	340.00-	340.00	.00	340.00-
TOTAL INCOME	24,684.17	21,275.00	3,409.17	24,684.17	21,275.00	3,409.17
EXPENSES						
OPERATING EXPENSES						
MAINTENANCE & REPAIR						
LANDSCAPING CONTRACT	.00	5,393.00	5,393.00	.00	5,393.00	5,393.00
PEST CONTROL	.00	125.00	125.00	.00	125.00	125.00
LANDSCAPE SUPPLIES	.00	200.00	200.00	.00	200.00	200.00
SHRUBS/TREES/FLOWERS	2,550.00	.00	2,550.00-	2,550.00	.00	2,550.00-
ELECTRICAL LIGHTING REPAIRS	.00	100.00	100.00	.00	100.00	100.00
POOL CONTRACT	630.00	860.00	230.00	630.00	860.00	230.00
POOL & SPA SUPPLIES	312.82	1,000.00	687.18	312.82	1,000.00	687.18
POOL & SPA REPAIRS	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00
GATE CONTRACT	460.00	325.00	135.00-	460.00	325.00	135.00-
GATE MAINTENANCE, LABOR	647.71	500.00	147.71-	647.71	500.00	147.71-
IRRIGATION REPAIRS	.00	210.00	210.00	.00	210.00	210.00
TREE TRIMMING	675.00	.00	675.00-	675.00	.00	675.00-
GENERAL MAINTENANCE	.00	600.00	600.00	.00	600.00	600.00
TOTAL MAINT. & REPAIR	5,275.53	10,313.00	5,037.47	5,275.53	10,313.00	5,037.47
PARTS & SUPPLIES						
GATE/KEYS	.00	50.00	50.00	.00	50.00	50.00
TOTAL PARTS & SUPPLIES	.00	50.00	50.00	.00	50.00	50.00
UTILITIES						
ELECTRIC	2,917.31	3,000.00	82.69	2,917.31	3,000.00	82.69
GATE TELEPHONE	275.43	300.00	24.57	275.43	300.00	24.57
GAS	63.06	80.00	16.94	63.06	80.00	16.94
WATER/SEWER	363.35	3,000.00	2,636.65	363.35	3,000.00	2,636.65

MOUNTAIN TRAILS COMMUNITY

Income Statement

Jan 31, 2023

Account Number

DESCRIPTION	ACTUAL	CURRENT BUDGET	DATE VARIANCE	YEAR ACTUAL	TO BUDGET	DATE VARIANCE
TOTAL UTILITIES	3,619.15	6,380.00	2,760.85	3,619.15	6,380.00	2,760.85
ADMINISTRATIVE						
COLLECTIONS & LEGAL	469.00	375.00	94.00-	469.00	375.00	94.00-
BANK CHARGES	.00	10.00	10.00	.00	10.00	10.00
MANAGEMENT FEES	1,400.00	1,400.00	0.00	1,400.00	1,400.00	0.00
COPIES/POSTAGE/SUPPLIES	32.58	100.00	67.42	32.58	100.00	67.42
STATEMENTS	160.42	175.00	14.58	160.42	175.00	14.58
PERMITS/LICENSES	320.00	.00	320.00-	320.00	.00	320.00-
INCOME TAXES	60.00	.00	60.00-	60.00	.00	60.00-
WEBSITE	300.00	100.00	200.00-	300.00	100.00	200.00-
MISC ADMIN	.00	70.00	70.00	.00	70.00	70.00
TOTAL ADMINISTRATIVE	2,742.00	2,230.00	512.00-	2,742.00	2,230.00	512.00-
TOTAL OPERATING EXPENSE	11,636.68	18,973.00	7,336.32	11,636.68	18,973.00	7,336.32
NET OPER. PROFIT/LOSS	13,047.49	2,302.00	10,745.49	13,047.49	2,302.00	10,745.49
RESERVE ALLOCATIONS						
INTEREST INCOME	166.07	.00	166.07	166.07	.00	166.07
RESERVE INCOME FM OP	6,095.00	6,095.00	0.00	6,095.00	6,095.00	0.00
WORKING CAPITAL	340.00	.00	340.00	340.00	.00	340.00
RESERVE CONTRIBUTION	340.00	.00	340.00	340.00	.00	340.00
TOTAL RESERVE & EXPENSE	6,941.07	6,095.00	846.07	6,941.07	6,095.00	846.07
NET PROFIT / (LOSS)	19,988.56	8,397.00	11,591.56	19,988.56	8,397.00	11,591.56

MOUNTAIN TRAILS COMMUNITY
Balance Sheet
Jan 31, 2023
JAN 1, 2023 - JAN 31, 2023

ASSETS

CURRENT ASSETS

CIT BANK OPERATING RESERVE ACCOUNTS	121,686.19
CIT BANK RESERVE	276,887.19
CIT ICS ACCT 402	151,019.91
UTILITY DEPOSITS	2,530.00
TOTAL CURRENT ASSETS	<u>552,123.29</u>
TOTAL ASSETS	<u><u>552,123.29</u></u>

LIABILITIES & CAPITAL

CAPITAL

PREPAID ASSESSMENTS	(10,577.62)
RETAINED EARNINGS	542,712.35
PROFIT /(LOSS) FOR PERIOD	19,988.56
TOTAL CAPITAL	<u>552,123.29</u>
TOTAL LIABILITIES & CAPITAL	<u><u>552,123.29</u></u>



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PROPOSAL # 10087

Mountain Trails

Date: 2/20/23

Name: Jayna Van Den Einde

Phone Number: (480) 901-4427

Email: jayna@kinneymanagement.com

Property Address: 24th St. and Baseline, Phoenix AZ 85042

1. Existing condition

- BBQ on West side needs painted.
- Rust stains on entryway and play area block walls (both sides).
- Pony wall on East side needs repair and paint.

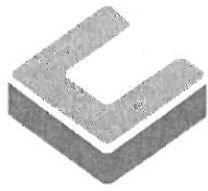
2. Scope of Work

- Paint BBQ on west side to match surrounding walls.
- Remove rust stains on block walls on entrance and play areas.
- Prime and paint where stains were removed, VIVE recommends painting the whole wall to match. Spot painting will not match and stand out.
- Scrape and repair pony wall on East side. Clean, prime and paint after repairs.
- Note: Paint color by HOA. Metal to remain natural, if any clear coating is needed a modification order will be issued and signed before any work continues.

Note: VIVE Construction, LLC is not responsible for any structure due to renovations. WHEN REMODELING UNFORESEEN ITEMS OCCUR, A MODIFICATION ORDER WILL BE PROVIDED AND SIGNED BEFORE COMMENCING ANY WORK.

3. Project cost

- A. Costs for the scope of work mentioned above: \$8,800.00
 - Price includes materials and labor.



VIVE
CONSTRUCTION

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4. Payment Terms

- Vive Construction LLC requires a \$1,000 deposit when signing contract and 1/2 down total payable to begin work described, 3/4 of payment required when 3/4 of project is completed. Final balance due at the end of project.
- Balances unpaid within 3 days of completion date will be subject to a \$100.00 per day charge, until full payment is received.
- Pursuant to A.R.S. 32-1158.01A. Buyer(s) have the right to request standard contractor's payment and payment and performance bond shall be paid by the buyer(s). Builder cannot charge a surcharge of service charge if buyer(s) elects to obtain a payment and performance bond. if both builder and Vive Construction, LLC agree to payment and performance Bond, then the requirements of the payment provision of A.R.S. 32-1158.01-A.2 may be changed in any manner agreed to by builder and buyer (s) A.R.S. 32-1158.01. B

5. Warranty Exclusions

- Vive Construction LLC labor warranty starts day of project completion for 2 years.
 - Warranty does not apply on project that require finish work only

6. Specific Exclusions from Scope

- Plans, Permits or any other engineering fees or any work for other engineers, Right-Of-Way permits, any engineering special inspections printing fees to print (to be paid by customer).
- Subrogation endorsement waiver fee (if applicable) not included in this proposal.
- Special engineering or plans.
- Hydraulic engineering or plans.
- Accessories/fixtures for shower or kitchen (chandeliers, vanity lights, fans, etc.).
- APS/SRP connection, underground utilities by owner.

Note: Vive Construction, LLC is not responsible for any structure due to renovations. WHEN REMODELING UNFORESEEN ITEMS OCCUR, A MODIFICATION ORDER WILL BE PROVIDED AND SIGNED BEFORE COMMENCING ANY WORK.



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****Please note this contract is only valid for 15 days due to the uncontrollable market for materials.***

Please review this information and call us with any questions you may have. We look forward to assisting you with this project.

Respectfully,

Tracy Dent
Vive Construction LLC
dent@viveconstruction.com
Mobile: (623) 694-7978
Office: (623) 582-0134



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APPROVAL AND AUTHORITY TO PROCEED

We approve the project as described above and authorize Vive Construction LLC to proceed.

Please sign below or respond by email with an approval to do the scope of work at:

vivelc@yahoo.com

Approved by

Date

Name: Jayna Van Den Einde

Phone Number: (480) 901-4427

Email: jayna@kinneymanagement.com

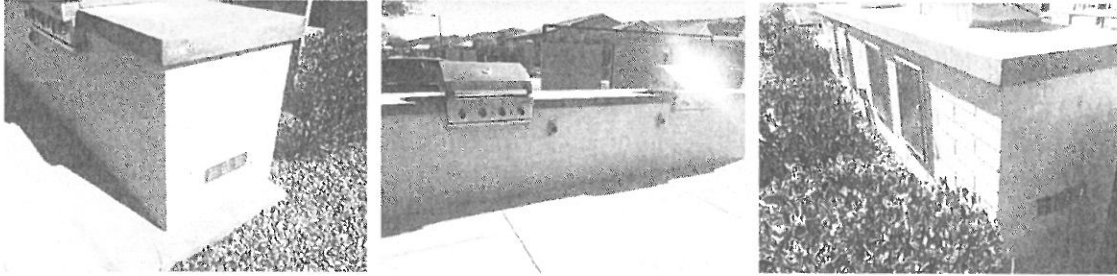
Property Address: 24th St. and Baseline, Phoenix AZ 85042



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CURRENT CONDITION

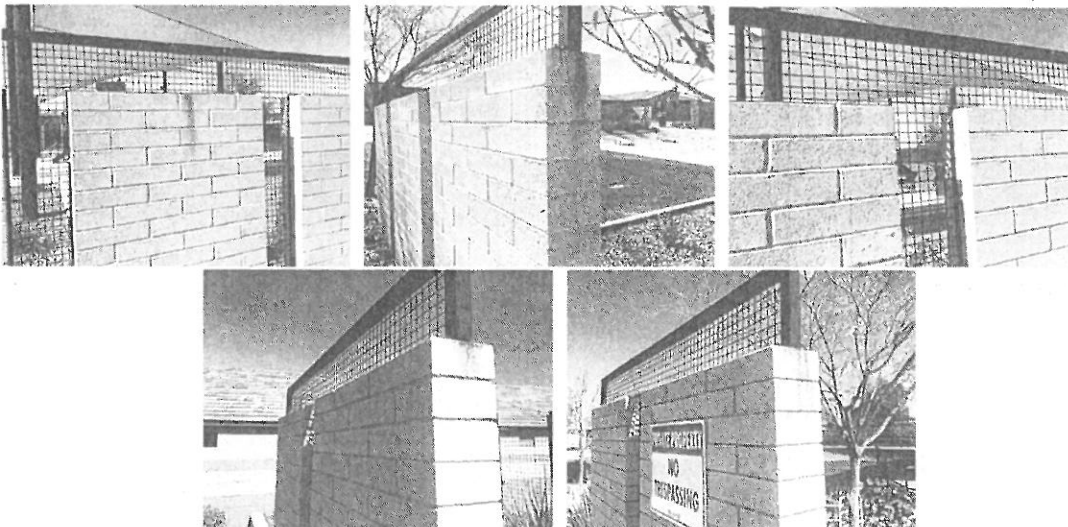
WEST SIDE BBQ TO BE PAINTED



BBQ TO BE SAME COLOR AS SURROUNDING WALLS



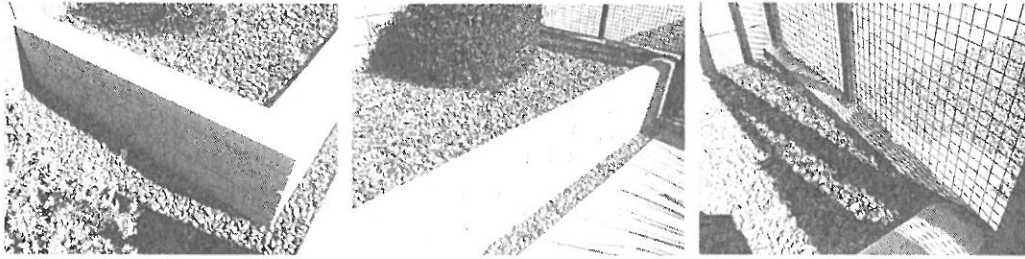
RUST STAINS TO BE REMOVED, PRIMED AND PAINTED (EAST AND WEST SIDES)





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PONY WALL ON EAST SIDE, TOP OF WALL TO BE REPAIRED. PRIMED AND PAINTED.





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M.E.H. Pool Services & Poolwerx Pecos

PO Box 43736
Phoenix, AZ 85080

Site
Mountain Trails
7924 S 24th Pl.
Phoenix, AZ 85042

PROPOSAL

Quote ID: 277293
Customer ID: 5809
Employee ID: aulman
Quote Expires: 2/23/2023
PO Number: Glassbeading -

Mountain Trails
c/o Kinney Management
PO Box 25466
Tempe, AZ 85285

Qty	Item	Unit	Extend
1	LABOR TO DRAIN, GLASSBEAD, REFILL AND START UP	\$1,430.00	\$1,430.00
Terms: Net 30 Days		Sub Total	\$1,430.00
QUOTED PRICES ARE GUARANTEED FOR 7 DAYS. IF APPROVED AFTER THE 7 DAYS QUOTES WILL BE REEVALUATED TO ACCOUNT FOR PRICE INCREASES.		Taxes	\$0.00
		Total	\$1,430.00



Authorization to Drain Pool

In order to maintain proper water chemistry or to repair or wash the pool surface, all pools must be drained periodically. In desert climates when the weather is hot, the plaster surface can dry and crack once exposed to the hot sun. Therefore, we recommend that you drain a plaster pool only during the fall/winter months when the air temperature is less than 85 degrees.

Some methods of construction of pools carry risk of collapse or structural decay when pools are emptied. As we have not been involved in the construction of your pool, we cannot assure you that structural damage to your pool will not occur upon emptying. We therefore require your authorization below to commence work on your pool and your acknowledgement that we have explained the possible risks associated with the work requested. Please note that we will take every precaution available to us to prevent issues such as the above, but cannot guarantee results. Please note that salt is not included in the start up chemicals.

I/We the pool owners:

- a) Acknowledge the risk of structural or plaster damage occurring to our pool upon draining;
- b) Take full responsibility for any loss or damage that may arise from draining the pool; and
- c) Hold Poolwerx harmless from liability or responsibility if any damage occurs as a result of draining your pool.

Customer

Name: _____

Address: _____

Phone: _____

Signature (Acknowledgement and Authorization): _____

Date: _____

Poolwerx

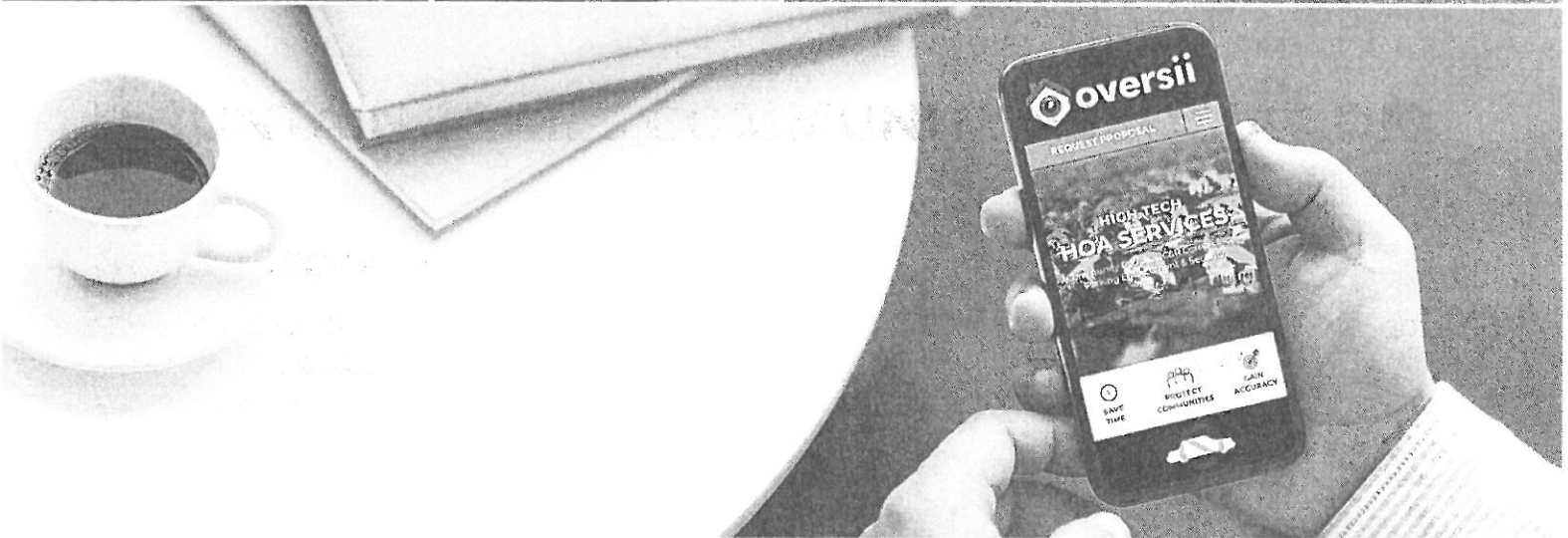
Name: Union Hills Poolwerx

Address: 1909 W Union Hills Drive, Phoenix, AZ 85027

Date: _____



PARKING ENFORCEMENT PROPOSAL



MOUNTAIN TRAILS COMMUNITY ASSOCIATION

OVERSII SECURITY

Phone 866.506.5759
Email sales@oversii.com
Web oversii.com

Delivered on: February 16th, 2023
Submitted by: Steve Rabish

FEBRUARY 16TH, 2022

DEAR MOUNTAIN TRAILS COMMUNITY ASSOCIATION BOARD OF DIRECTORS,

Oversii Security is pleased to submit a business proposal offering our services to assist your community's enforcement needs. Our goal is to deliver the highest quality services and to work closely with you to ensure that your expectations are being met from the very beginning and throughout.

2022 has been a great year for us with several major enhancements to our technology, operational efficiency, customer service, and overall position in the market we serve. Our technology continues to separate itself from the market with unique/automated reporting, higher and more accurate data, measurements, and simple educational platforms for residents. These increased efficiencies also allows us to experience a price advantage vs. competition.

We are proud to be headquartered in Phoenix, AZ with a big picture mentality but acting locally. Every vendor of ours is local except for 1, ranging from CPAs to insurance brokers to designers to print to vehicle mechanics, etc. We collect \$ locally and spend it here supporting our local economy. In addition, we support the local trade organizations CAI and AACM every year in partnership as well as charitable contributions and donations to neighborhood HOA events at our communities.

By choosing us, the community will not only receive our current technology, but the continuous and viable enhancements we are adding every month of the year. This will increase benefits with no changes in price to HOAs.

The enclosed business proposal details our plans for assisting your company, at the most competitive rates and thank you for your time and consideration. We look forward to working with you!

Sincerely,



STEVE RABISH

President/CEO
steve@oversii.com
866.506.5759



Actual Oversii Vehicle

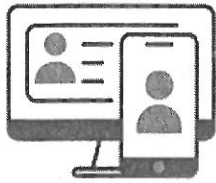
Proud Supporters
(every year since inception)



VISION

"To provide the best human capital and technology in order to maximize compliance with CC&Rs and favorably impact the behavior of residents, cost effectively."

Keeping communities and commercial property safe can be dangerous, complicated, and time consuming without help.



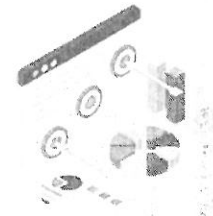
TECHNOLOGY + INNOVATION

We collect feedback and test new technology features regularly.



TRAINED FOR SAFETY

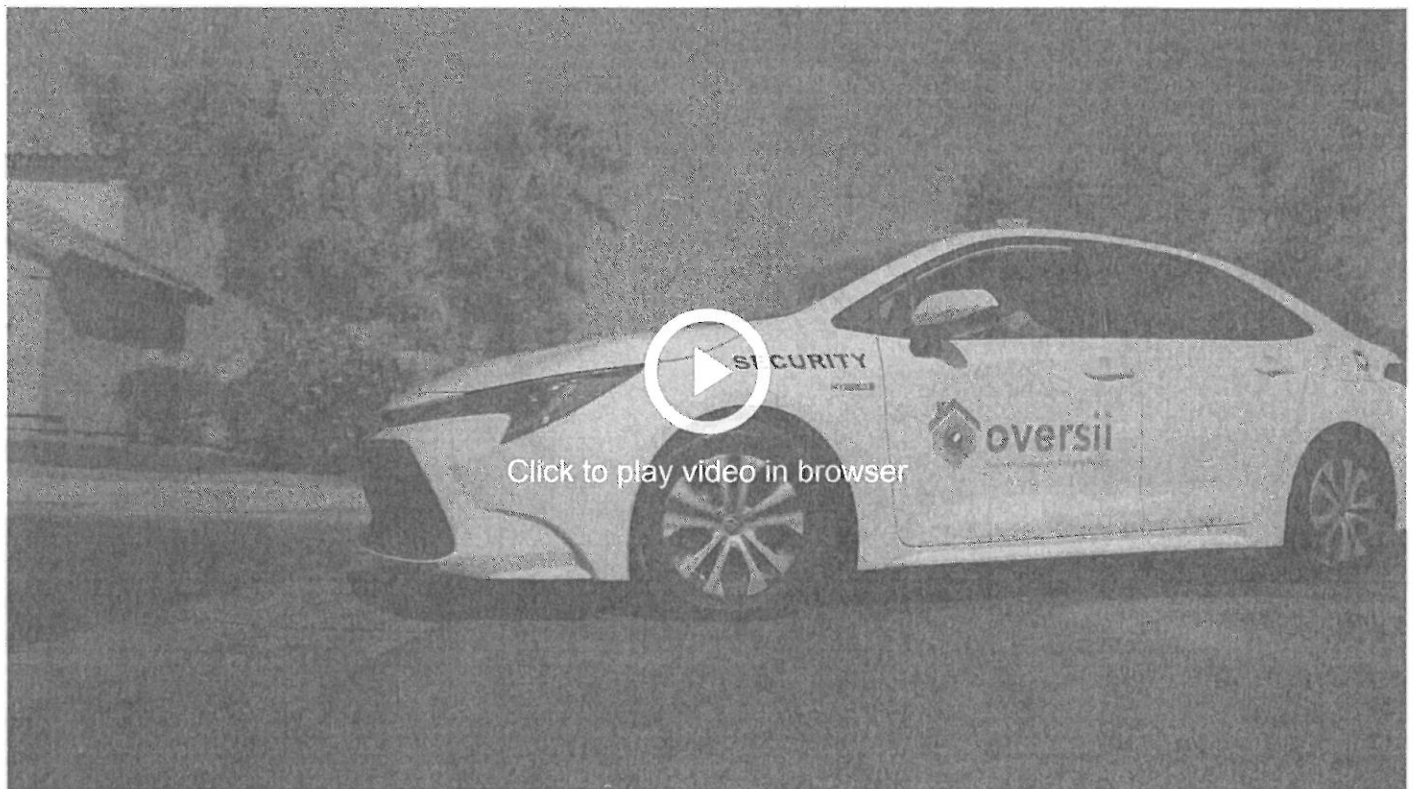
Our patrolmen are thoroughly trained to dismantle confrontation when it occurs.



REPORTS + ACCURACY

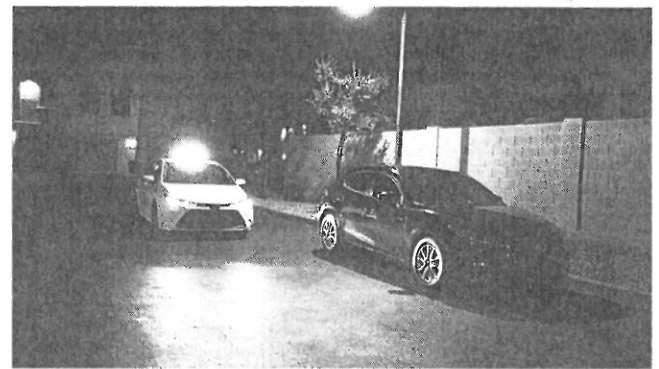
Detailed, verified, timely reports allows for the highest accuracy in the industry.

WHAT WE WILL DO FOR YOU



WHAT WE DO

- We are a security agency with a specialty in unarmed security + parking enforcement. We mitigate risk and positively change behavior at communities
- Courtesy night patrols, inspections of residential and commercial properties
- Staffing of unarmed security guards to interrupt and educate violators, reporting to community managers and police
- Parking Permits, from application, approval/denial, payment collection, to issuance
- Barnacle Parking Enforcement use
- HOA compliance consulting, rewriting or developing guidelines based upon CC&Rs and or current policies



COMPANY FACTS

- Servicing clients since 2006, 15+ years of experience servicing HOA's and community contracts
- 278 properties in contract with 81 different management companies in 2 major cities
- 98.5% retention of contracts, 92% retention of employees, annually
- Complete background + drug testing of all guards, situational + written testing with continuing education
- Proprietary software use, mobile and webapp allowing for total control and freedom to customize for your community needs
- 38 Full time employees



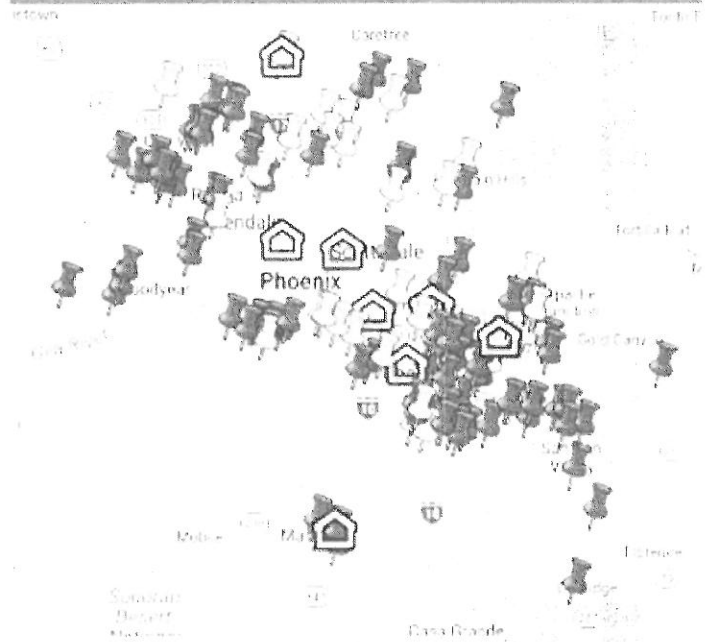
SPECIFICS

Property Name: Mountain Trails Community Association
Address: Phoenix, AZ 85042
Community Manager: Jayna Van Den Einde, Kinney Management
Public or Private Street: Private
Total Units: 177
Patrols / Month: 4-16
Patrols Between Time Of: 10p-6a
Projected Start Date: Asap
Night or day patrols: Night
Current Enforcer: -
Main Issues Experienced: Parking on street, landscape parking, oversized RVs, boats, trailers parked in driveways, commercial, vehicle storage, parking in designated pool areas, overhanging vehicles, blocking sidewalk
Other Issues: 3rd violation(Tow), 14 day rolling period

YOUR COMMUNITY MAP



PROPERTIES WE SERVICE NEARBY



Mountain Grove HOA
Pines at South Mountain HOA
Cortona HOA
Villages at Verona HOA

<https://www.google.com/maps/@33.3765089,-112.0322923,19.08z>

SUGGESTED GUIDELINES

PARKING VIOLATIONS / ENFORCEMENT				
VIOLATION NAME	ENFORCEMENT PROGRESSION			NOTES
	Visitor Parking	Track (7)	Warn	
Blocking Garage	-	-	Tow	
RVS / Oversized / Trailer / Commercial vehicle / Storage	-	Warn	Tow	In 30 Days
Handicap Zone	-	-	Tow	
No Permit/Permit in Visitor Parking	-	Warn	Tow	In 30 Days
Firelane / Fire Hydrant	-	-	Tow	
Parking between garages	-	-	Tow	
Other	-	-	-	Notify violator if next violation=tow

(This is what our patrolmen collect data for and what our technology reports)

OVERSII VIOLATION DEFINITIONS

Enter violation into mobile app, take proper amount of pictures (2), address in photo if able

TRACK
(no flyers)



Enter violation into mobile app, take proper amount of pictures (3), address in photo if able, PLACE FLYER ON VEHICLE

WARN
(use of flyers)



Input violation into mobile app, take proper amount of pictures (3), place flyer on vehicle, CHECK APPROPRIATE FINAL NOTICE BOX + Take picture of with vehicle in it

FINAL WARNING



TOW
(if applicable)

Enter license plate, closest address, take proper amount of pictures (3), TAKE ADDITIONAL PICTURES TO DESCRIBE EXTERIOR OF VEHICLE, CALL IN TOW

Enforcement definitions

WE CONTINUOUSLY STRIVE TO BE CREATIVE IN RESPONDING TO OUR CLIENTS AND RESIDENT NEEDS, AS WELL AS PROACTIVELY ASKING FOR FEEDBACK TO ENHANCE OUR SERVICES.

OUR TECHNOLOGY

For Property Managers/HOAs

BOARD / PROPERTY MANAGER DASHBOARD

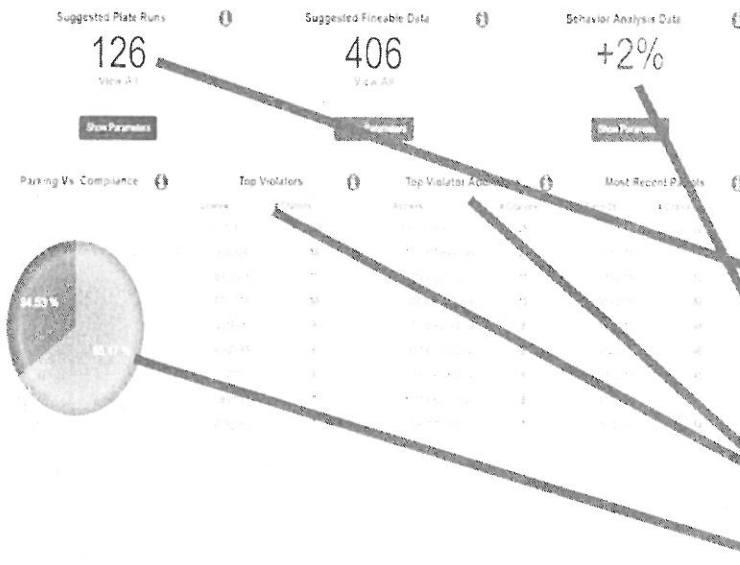
This summary page helps board members, property managers, and us, to make actionable, informed, data driven decisions based off raw content we collect.

- Suggested plate runs to conduct based upon repeat violators

- Behavior calculation showing if the problem is getting better or worse

- Shows top addresses / vehicles for violations

- Calculation breaks down parking vs compliance related violations



RESIDENT DASHBOARD

Residents are able to request and submit information relating to parking and compliance. Residents / visitors have the ability to:

- Apply for variances (exceptions to the rules)
- Registration of vehicles to an address
- View and apply for a permit (if applicable)
- View why they received a violation



AND MORE...

- User friendly variance system for residents
- Simple user interface with efficient navigation
- Access pictures and GPS reports for every patrol
- Add/delete citations manually
- Approve/deny permit applications with a click
- Manually link vehicle plates to addresses
- API capability

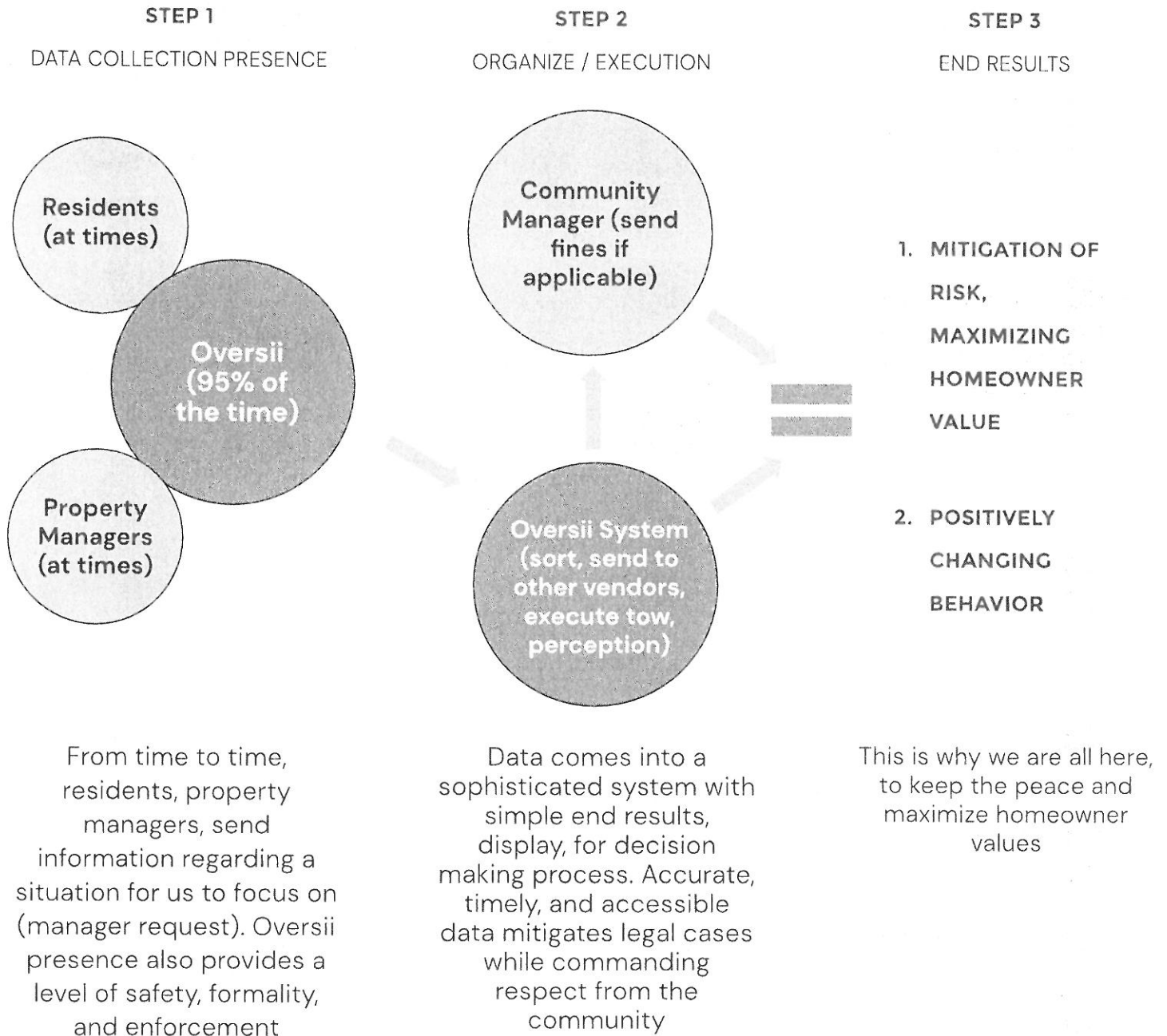
Search [] Add Vehicle []

Export to Excel [] Export to PDF []

Trucks	Subdiv	Address	Type	Violation	Start	End	License	ST	Make	Color	Count
1245 S		1245 S	Parking	on Street	3-12-2016	10-12-2016					
3237 S		3237 S	Parking	on Street	3-9-2016	9-19-2016					
3553 S		3553 S	Parking	on Street	3-9-2016	9-19-2016					

OUR TECHNOLOGY

WE ARE COMMITTED TO CONTINUALLY ENHANCING OUR TECHNOLOGY FOR HIGHER LEVELS OF EFFICIENCY, ALLOWING SOFTWARE TO DO THE HEAVY LIFTING WHEN ABLE.



SAFETY MAGNETS

These refrigerator magnets provide peace of mind and is a reminder to residents, boards, and property managers to call us if there are any issues during our patrol. Depending on the situation, if we are not on property but near it, our dispatch can send a guard to check on the problem.

(This is if security is in the scope of work).



LIVE DATA + GPS POSITIONING OF GUARDS

Boards and managers are able to see where the guard is live on property, as well as seeing violations being documented in real time.



MONTHLY SUMMARY REPORT

On the 1st of every month, an automated report is emailed summarizing all activity for the prior month showing patrol dates, # of citations, increases and decreases in violation types, repeat offenders, etc.

oversii
SECURITY COMPLIANCE PARKING

Current (New) Period: 02/01/2018 thru 02/28/2018
Previous Period: 01/04/2018 thru 01/31/2018 (26 Days)

ACTIVE VIOLATIONS					
Total	New	% of Total	Previous	% Change	
15	0	0.00%	0		

PROPERTY					
Total	Assigned	Assigned	Open		
15	0	0	0		

CITATIONS					
Violation	Type	New	% of Total	Previous	% Change
Backlog Garage Dumpster	Parking	1	0.37%	1	
Resident in Visitor Sp Area	Parking	1	0.37%	1	
Manager Resident Parking	Parking	1	0.37%	4	
Park Patrol	Compliance	1	0.37%	0	
Visitor Parking	Parking	268	98.63%	416	
TOTAL		272	100.00%	432	

PATROL SIGNS

The reflective signs communicate that the community has enforcement and those should abide by the rules. This also acts to help prevent trespassing, theft, and vandalism. It also helps residents identify us while on property.

These signs are provided by Oversii upon request and in contract with the community.

ROVING PATROL GUARD

One of our seasoned managers randomly monitors Oversii patrol guards, in an unmarked car, to make sure the job is getting done thoroughly and correctly.

ENFORCED COMMUNITY

Please refer to the CC&Rs and / or contact your management company for more information

PATROLLED BY:

866-506-5759

www.oversii.com

*Sign up to get alerts, pre action notices, and more
DPS License #1695695

INTRODUCTORY NEWSLETTER

We will write a newsletter introducing us as a vendor and explain what we are doing on property as well as educating residents on the rules. This document is sent out electronically and via mail by the manager.

ACME HOA

VENDOR INTRO + INSTRUCTIONS
Cover 2 of 3

Manager: I spoke with [Name] who is connected with [Name] for country and/or [Name] parking enforcement services. Our goal is to improve safety and consistency through enforcement of the CC&Rs of your Community.

Enforcement Begins October 1st, 2018

PARKING RULES AND REGULATIONS

(Please see the CC&Rs at your community). Put simply:
NO residents in visitor parking, visitor parking is for visitors.
NO outside parking on the property.
No oversized vehicles, RVs, boats, trailers, commercial vehicles, storage, garden equipment, in use or blocking bus lanes, garages, abandoned vehicles, non-street parking is for residents only.

WHAT YOU CAN DO TO STAY IN COMPLIANCE

Follow the rules. If you have a visitor, park in visitor parking or at the garage.

FREQUENTLY ASKED QUESTIONS

Q: What are the enforcement rules for visitors?
A: The CC&Rs are the governing document for the community. Enforcement is based on the CC&Rs.
Q: Can I park in the visitor parking?
A: Yes, but only for visitors.
Q: Can I park in the garage?
A: Yes, but only for residents.
Q: Can I park in the driveway?
A: Yes, but only for residents.
Q: Can I park in the street?
A: No, unless it is a designated area.

VIOLATION NOTICE

VIOLATION TYPE

- EXCESSIVE VISITOR PARKING
- STREET PARKING
- RESIDENT IN VISITOR PARKING
- NO PERMIT / INACTIVE PERMIT
- ABANDONED / STORED VEHICLE
- RVs / OVERSIZED / TRAILER
- COMMERCIAL VEHICLE / STORAGE
- HANDICAP ZONE
- FIRELANE / BLOCKING GARAGE
- OTHER: _____

FINAL NOTICE

NEXT VIOLATION = TOW/BARNACLE
(If box is marked)

DATE: _____

CITATION #: _____ (Your License Plate #) (Override: ACC123)

Questions on why this was received? Who to contact?
1. Visit www.oversii.com
2. Input date (see above) # _____ a number (please show #)
3. Contact the designated management company for questions
4. Sign up to receive additional benefits such as registering vehicles

*If added the notice, we recommend contacting your management company within 48 hours of this notice.

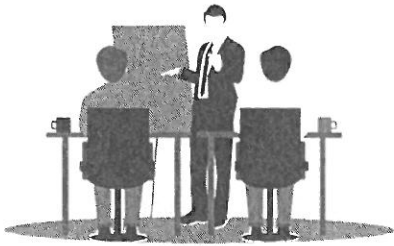
VIOLATION FLYER CITATION

Part of our job is to educate residents regarding the CC&Rs, guidelines, rules in general. The resident in violation also has the ability to find out more info including pictures, reasons why, dates and time. They are also able to receive the name and phone number of the management company, all by entering a citation # on our website.

SAFETY + PRESENCE

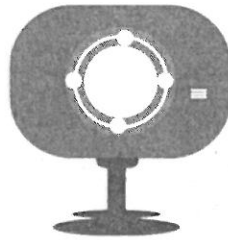
Safety is #1 in any situation, anything can happen at anytime. With preparation, consideration, education, respect, we create the best opportunity to increase safety for residents, patrolmen/ women, vendors, board members, etc.

Proactive ways we increase safety at our communities:



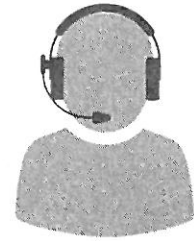
TRAINING

Training is the best way to increase safety, prepared for confrontation in order to educate and diffuse any escalating situationally.



DASH CAMS

All vehicles have dash cams to record visual and sound occurring in the front and back of the vehicle.

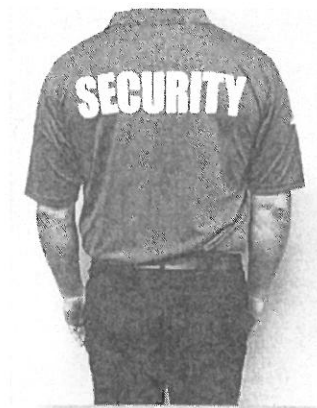


COMMUNICATION

We have staff during the day and night to handle all phone calls, emails, texts of residents, board members, managers, guards.

UNIFORMS

(blue shirt, black pants, black shoes, black jacket, black hat)



VIOLATION FLYERS (STICKY OR NON STICKY)

VIOLATION NOTICE

<p>VIOLATION TYPE</p> <p><input type="checkbox"/> EXCESSIVE VISITOR PARKING</p> <p><input type="checkbox"/> STREET PARKING</p> <p><input type="checkbox"/> RESIDENT IN VISITOR PARKING</p> <p><input type="checkbox"/> NO PERMIT / INACTIVE PERMIT</p> <p><input type="checkbox"/> ABANDONED / STORED VEHICLE</p> <p><input type="checkbox"/> RVS / OVERSIZED / TRAILER COMMERCIAL VEHICLE / STORAGE</p> <p><input type="checkbox"/> HANDICAP ZONE</p> <p><input type="checkbox"/> FIRELANE / BLOCKING GARAGE</p> <p><input type="checkbox"/> OTHER: _____</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; font-weight: bold;">FINAL NOTICE</p> <p><input type="checkbox"/> NEXT VIOLATION = TOW/BARNACLE <i>(if box is marked)</i></p> </div> <p>DATE: _____</p> <p>CITATION #: <u> </u> (Your License Plate #) <small>Example: ABC123</small></p> <p>Questions on why this was received? Who to contact?</p> <p>1. Visit www.oversii.com/citation</p> <p>2. Input date (see above) + citation number (license plate #)</p> <p>3. Contact the displayed management company for questions</p> <p>4. Sign up to receive additional benefits such as registering vehicles</p> <p style="font-size: 0.8em; margin-top: 10px;"><i>To appeal this notice, we recommend contacting your management company within 48 hours of this notice.</i></p>
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Oversii has been contracted by this Community Association to enforce parking rules and regulations. The purpose of this enforcement is to ensure fair parking to homeowners and guests.

1. This vehicle is in violation of the parking rules and regulations.
2. This violation has been documented.
3. If you received a prior Notice of Parking Violation, your failure to correct this matter may cause a fine to be assessed to your account, legal remedies or other method of enforcement to be imposed.

Note: Please refer to your CC&Rs and fine policy for details and appeal process. Legal fees may be assessed to the homeowner in violation.

- Questions on why this was received? Who to contact?**
1. Visit www.oversii.com/citation
 2. Input citation number (license plate #) to find out more info
 3. Contact the displayed management company for questions
 4. Sign up to receive additional benefits such as registering vehicles



WARNING

<p>VIOLATION TYPE</p> <p><input type="checkbox"/> EXCESSIVE VISITOR PARKING</p> <p><input type="checkbox"/> STREET PARKING</p> <p><input type="checkbox"/> RESIDENT IN VISITOR PARKING</p> <p><input type="checkbox"/> NO PERMIT / INACTIVE PERMIT</p> <p><input type="checkbox"/> ABANDONED / STORED VEHICLE</p> <p><input type="checkbox"/> RVS / OVERSIZED / TRAILER COMMERCIAL VEHICLE / STORAGE</p> <p><input type="checkbox"/> HANDICAP ZONE</p> <p><input type="checkbox"/> FIRELANE / BLOCKING GARAGE</p> <p><input type="checkbox"/> EXPIRED PLATE</p> <p><input type="checkbox"/> OTHER: _____</p>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; font-weight: bold;">FINAL NOTICE</p> <p><input type="checkbox"/> NEXT VIOLATION = TOW / BARNACLE <i>(if box is marked)</i></p> </div> <p>DATE: _____</p> <p>CITATION #: <u> </u> (Your License Plate #) <small>Example: ABC123</small></p> <p>OTHER: _____</p> <p>Questions on why this was received? Who to contact?</p> <p>1. Visit www.oversii.com/citation</p> <p>2. Input date (see above) + citation number (license plate #)</p> <p>3. Contact the displayed management company for questions</p> <p>4. Sign up to receive additional benefits such as registering vehicles</p> <p style="font-size: 0.8em; margin-top: 10px;"><i>To appeal this notice, we recommend contacting your management company within 48 hours of this notice.</i></p> <p style="text-align: center; font-weight: bold; margin-top: 10px;">Be a part of the SOLUTION</p> <p style="font-size: 0.8em;">Visit www.oversii.com to sign up to report issues, get answers, and much more</p>
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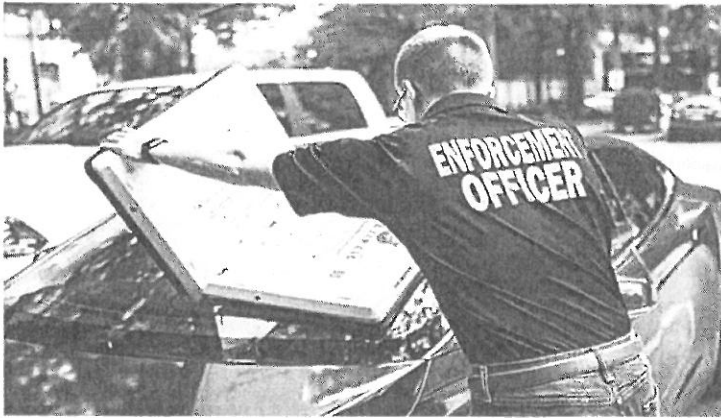


MARKED VEHICLES (COROLLA HYBRID 2020)

SECURITY LIGHT BAR + DASH CAM



THE BARNACLE



IN 2018, OVERSII SECURITY AND THE BARNACLE PARTNERED TO ADD ANOTHER ENFORCEMENT SOLUTION THAT POSITIVELY CHANGES THE BEHAVIOR OF RESIDENTS THROUGH PARKING.

The Barnacle is a parking enforcement tool that acts as an immobilizer to a vehicle. Similar to how, in the old days, the "boot" was. However, the Barnacle is very different; the device blocks the visibility of the violator with 750 pounds of commercial grade suction per cup (2), making the vehicle not legal, not safe, and nearly impossible, to drive.

Safety and efficient enforcement are the most attractive features when it comes to this device. It takes 15-20 seconds to install, weighs 16 pounds, and the violator (after paying a fine), drops the device into a drop box area, then we check it in via GPS. Other benefits such as enforcement but having the convenience of the vehicle still on property vs going to a tow yard, visual marketing of enforcement to other residents in the community, are a huge plus as well.

If the device is tampered with, a loud alarm goes off with emails sent to us and the Barnacle support staff. If it is not returned, there is a Barnacle legal team ready to begin the collections process.



PLEASE REACH OUT TO BARNACLE@OVERSII.COM TO SETUP OR IF YOU HAVE ADDITIONAL QUESTIONS!



GUEST VS. RESIDENT PARKING OPTIONS

	Parking Enforcement + Tow	Permits w/ Parking Enforcement + Tow
Permits provide instant visibility for residents/guests and parking enforcement to identify vehicles	✗	✓
The process adds formality to the community, higher attention of renters, leading into additional areas of compliance	✓	✓
HOAs can gain more control with acceptance and declination of applications (if owe dues, fines, etc)	✗	✓
HOAs can share in the revenues generated from residents (if decided)	✗	✓
Permit setup, process, and continued management is at a charge (usually passed onto the applicant)	✗	✓
Added with parking enforcement and tow, technology/execution allows for irrefutable data and compliance seriousness	✓	✓

PERMITTING PROCESS TO APPLICANT

Use of an app allows a community administrator and other Services who are other entities (like the specific Property Management Company and Homeowners Association) to manage the Community via the app.

The screenshot shows a registration form with the following fields and options:

- Email:** [Text input]
- Password:** [Text input]
- Confirm:** [Text input]
- Username:** [Text input]
- Address:** [Text input]
- First Name:** [Text input]
- Last Name:** [Text input]
- Phone:** [Text input]
- All Phone:** [Text input]

Additional features include a "Forgot password?" link, a "Sign up" button, and a "Make address first an physical address?" toggle switch.

PERMITTING PROCESS TO APPLICANT

1. Go to www.oversii.com
2. Click on "PERMITS" on the top right corner of the home page
3. Enter the zip code of the property address
4. You will be asked a series of questions during the application process (submitting does not guarantee approval)
5. The property manager will receive your registration/request and will approve or deny the application.
6. If approved, you will receive an active permit in the mail within 3 business days of permit payment. If denied, you will receive an email from Oversii.
7. You will always have a login to manage your permit account

PROOF: DATA IS KING

Violation Records with Photo Enforcement

We report ANYTHING of value to the community including parking related, graffiti, park patrols, street light outages w/pole #s, trash/recycle violations and more.

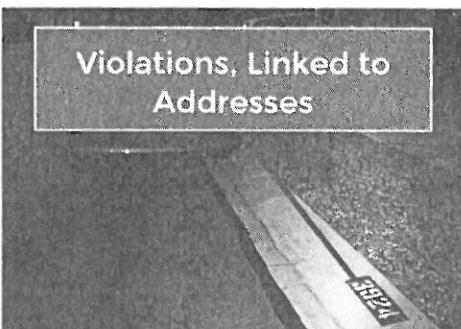
Date/Time Stamp



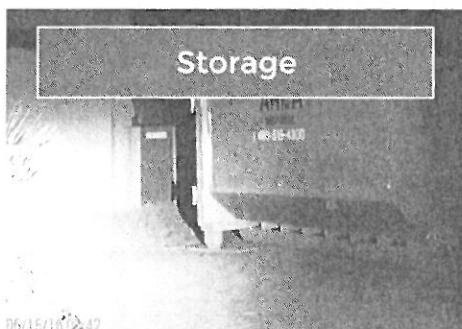
3 Pictures / Violation



Violations, Linked to Addresses



Storage



Grffiti



Landscape Parking



Trash / Recycle



Interaction Notes/Video



FROM A PATROL

Automated email of a Daily Activity Report as excel + pdf attachments of all the violations by 9am the following morning.

Property	Patrol Dt	Created Dt	Subdiviso	Vio Addr	Reg Addr	Type	Violation	Workfl	License	ST	Make	Color	Repea
Country Lanes	9/8/2016	9/8/2016		1089 E Smith Drive		Parking	Parking on Street	Track	DFF5250	MI	Cadillac	Black	FALSE
Country Lanes	9/8/2016	9/8/2016		1002 E Cantebria Drive		Parking	Parking on Street	Track	BHP5184	AZ	Lexus	Gold	FALSE
Country Lanes	9/8/2016	9/8/2016		1387 E Cantebria Drive		Parking	Parking on Street	Track	4YF5617	AZ	Dodge	Black	TRUE
Country Lanes	9/8/2016	9/8/2016		5567 E Cantebria Drive		Parking	Blocking Garage	Final Warn	BUL3883	AZ	Chevrolet	White	TRUE
Country Lanes	9/8/2016	9/8/2016		7634 N 52nd St		Compliance	Street Light Outage	Track	-	-	-	-	TRUE
Country Lanes	9/8/2016	9/8/2016		7636 N 52nd St		Parking	Visitor Parking	Track	AXS9594	AZ	Dodge	Red	FALSE
Country Lanes	9/8/2016	9/8/2016		8990 N Aldea Ave		Parking	Visitor Parking	Track	2S3C8	AZ	Nissan	White	TRUE
Country Lanes	9/8/2016	9/8/2016		2341 S Pinchot Ave		Parking	Parking on Street	Track	222NDP	AZ	Subaru	Black	FALSE
Country Lanes	9/8/2016	9/8/2016		2342 S Pinchot Ave		Parking	Parking on Street	Track	BLC6104	AZ	Nissan	Black	TRUE
Country Lanes	9/8/2016	9/8/2016		2343 S Pinchot Ave		Parking	Parking on Street	Track	BT20022	AZ	Subaru	Red	FALSE
Country Lanes	9/8/2016	9/8/2016		2562 S Bloom St		Compliance	Graffiti	Track	-	-	-	-	FALSE
Country Lanes	9/8/2016	9/8/2016		2563 S Bloom St		Compliance	Park Patrol	Track	-	-	-	-	FALSE
Country Lanes	9/8/2016	9/8/2016		2564 S Bloom St		Parking	Parking On Street	Track	103VXZ	AZ	Toyota	White	FALSE
Country Lanes	9/8/2016	9/8/2016		2565 S Bloom St		Parking	Parking on Street	Track	BCJ7084	AZ	Ford	Silver	TRUE
Country Lanes	9/8/2016	9/8/2016		2566 S Bloom St		Parking	Parking on Street	Track	AEA1420	AZ	Oldsmobile	White	TRUE

Login to the Oversii platform to access pictures, additional reporting, and more intense data

*Pictures sorted by individual violation

The screenshot displays the Oversii web application interface. At the top, there are navigation tabs: "Search Date/Time Option", "Address", "Export to Excel or PDF", "Violation Type", "Sort Feature", and "Repeat Acts". Below these is a search bar with a "Q Search" button and a "View GPS Reports" link. The main content area shows a table of search results. The table has columns for "Property", "Patrol Dt", "Created Dt", "Subdiv", "Reg Addr", "Type", "Violation", "Workfl", "License", "ST", "Make", "Color", "Repeat", "Pic", and "Comments". Five rows of data are visible, each with a camera icon in the "Pic" column. Arrows from the text above point to these icons, which are then shown as three separate photographs of cars: a white sedan, a close-up of a car door handle, and a white sedan from a different angle.

FROM A PATROL

GPS REPORTS (Guards can be seen LIVE on property as well)



UNLIMITED CUSTOMER AND PRODUCT SUPPORT FOR COMMUNITY MANAGERS

After a patrol is completed, we don't leave you hanging. We promise:

- Full transparency of collected data, schedule, general patrol information
- Answers to any questions relating to a violation, technology, training, legal, resident interaction
- Max response time of 30 minutes



RESIDENT CUSTOMER SUPPORT

Residents need to be educated and assisted when it comes to enforcement:

- Desktop/mobile website, phone number disclosure to seamlessly get questions answered and inquiries to request more info
- If an inquiry is too specific/unique where Oversii staff is unable to answer with 100% accuracy, the property manager is forwarded all information to assist further
- Max response time of 30 minutes



HOW CAN WE TRUST YOU?

1. We offer free no charge patrols so you can experience our service
2. We promise radical positive change within 2 months of service
3. Simple 30 day contracts w/ GPS reports showing patrol coverage
4. Communication, response within 30 mins max
5. Adaptability, if our teamwork isn't effective, we can make a change to yield better results
6. Business standing, healthy sustainable growth, low employee turnover, high retention of contracts
7. Our technology is proprietary, reinvesting continuously to make our business better
8. Owner operator, owner is involved in daily operations making decisions based upon factual understanding/outcomes

WE WANT THE SERVICE BUT CAN'T BUDGET FOR:

On average, if an HOA is able/decides to fine, the revenues brought back to the HOA as a factor of the expense is 1.5, meaning, for every \$100 in expense, this vendor can bring \$150 back to HOA gross.

ARE YOUR PRICES BUILT FOR THE LONG RUN?

In competition, companies tend to submit the lowest pricing in order to capture the contract and will monetize later by cutting corners, this is called the "bait and switch." We submit accurate guaranteed pricing after no charge patrols are conducted, even if higher than competing companies. Our retention of contracts is 98.5% annually for these reasons.

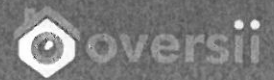
WHAT ELSE CAN YOU DO TO ADD VALUE?

We are the eyes and ears of the community, we will report anything that can be helpful to the community whether it's trash cans, graffiti, park patrols, street light outages, bushes in the middle of roads, to what our contract states we should primarily focus on.

WHY ARE YOU IN THIS BUSINESS?

We are passionate about CHANGING BEHAVIOR of residents so we can all respect and get along with each other through education and risk mitigation tactics. The WAY we do this is through enforcement and technology.

PRICING OPTIONS



Please select options of pricing below by clicking/marking the square box to the left

PATROL OPTIONS MONTHLY (Choose ONE)		COST/PATROL	PATROLS/MONTH	COST
<input type="checkbox"/>	4 Patrols (0% discount)	\$120	4	\$480
<input type="checkbox"/>	8 Patrols (5% discount)	\$114	8	\$912
<input type="checkbox"/>	12 Patrols (10% discount)	\$108	12	\$1,296
<input type="checkbox"/>	16 Patrols (15% discount)	\$102	16	\$1,632
Total				\$0

Recommended, this sets the initial tone and can lower patrols after 90 days (upon review)

* This includes an approximate time on property of 60 minutes per patrol

** 30 Day Renewal Contracts, Month to Month

*** Each patrol is 1 full inspection of the property

**** Every day/night service pricing includes an extra .33 patrol pricing, ((7 days a week*52 weeks)/12))

SIGNAGE & NEWSLETTER			PRICE
<input type="checkbox"/>	2 Signs (Under 500 units)	\$40	\$80
<input type="checkbox"/>	4 Signs (500 to 800 units)	\$35	\$140
<input type="checkbox"/>	8 Signs (800 to 1500 units)	\$30	\$240
<input type="checkbox"/>	Individual signs (A la cart)	\$40	\$40
<input type="checkbox"/>	Introductory Newsletter	\$75	\$75
Total			\$0

SERVICE OPTIONS EXTRAS			PRICE (TBD)
<input type="checkbox"/>	Barnacle use?	\$0	\$0
<input type="checkbox"/>	Permits ?	\$0	\$0

IN CONTRACT, YOU'LL RECEIVE:

INCLUDED

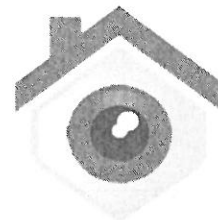
Complete onboarding of the property including logins, property maps, variances, violation types, manager requests, schedule preferences
Any parking violations types, flyer placement (warning)
Online platform for residents to register vehicles, report violations, request more info
Daily (per patrol), monthly automated reports (reports can be generated at any time)
Variance + manager request inputs into our system
High resolution pictures of violations, GPS tracking / mapping
LIVE GPS for property managers and board members who have a login
Internal / proprietary software platform allowing for customization
Database navigation to find new and repeat offenders
Random dates and times of patrols (unless otherwise noted)
Meeting appearances as needed
Customer service for residents, boards, property managers

NOT INCLUDED (available upon request at a separate charge):

Introductory Newsletter (\$75.00 charge)
Virtual and placard permits (minimum \$40/approved permit)
Reverse plate search, plate runs (\$30/run with patrol contract, \$40/run without patrol contract)
Unarmed security service for events / a la carte (if outside monthly contract)

SEVERAL PROPERTIES WE SERVICE

Lyon's Gate: Public/Private, 1941 units, Compliance / Parking Enforcement
Adora Trails: Public, 1863 units, Compliance / Parking Enforcement
Rancho El Dorado: Public, 3067 units, Compliance / Parking Enforcement
Sundance Residential HOA: Public, 4600 units, Security + Parking
Villagio at Tempe: Private, 742 units, Parking Enforcement + Permits



SEVERAL HOAS WE SERVICE + MANAGERS WE WORK WITH

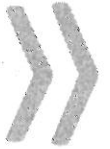
1. **Jessica Baechle, CCMC**, jbaechle@ccmcnet.com, 623-230-2318
-Union Park at Norterra Community Association, Security + Parking Enforcement
2. **Tom Gordon, AAM**, tgordon@aamaz.com, 602-674-4399
-Villagio at Tempe, Parking Enforcement + Barnacle Use
3. **Marc Vasquez, Trestle Management**, mvasquez@trestlemanagement.com, 480-422-0888
-Rock Springs, Parking Enforcement
4. **Dawn Haskin, First Service Residential**, dawn.Haskin@fsresidential.com, 480-551-4300
-Rancho El Dorado, Parking Enforcement
5. **Brenda-Loften Steel, Spectrum Management**, bsteel@spectrumam.com, 480-719-4524
-Magma Ranch I HOA, Security + Parking Enforcement
6. **Arianne Ahlvin, First Service Residential**, arianne.ahlvin@fsresidential.com, 480-551-4300
-Troon North Master Association, Security + Compliance
7. **Ron Anthony, City Property Management**, ranthony@cityproperty.com, 602-437-4777
-West Point Town Center, Parking Enforcement
8. **Deanna Tatman, Planned Development Services**, dtatman@pdsaz.com, 623-298-3327
-Pointe Tapatio, Security + Parking
9. **Jennifer Garr, AAM**, jgarr@associatedasset.com, 602-957-9191
-Meridian Community Association, Security + Parking Enforcement
10. **Stephanie DeAlba, CCMC**, sdealba@ccmcnet.com, 623-241-7373
-Vistancia, Parking Enforcement + Barnacle Use

***REFERENCES INCLUDE DIFFERENT SIZES/SCOPES OF WORK PER COMMUNITY. THEY RANGE FROM 81 UNITS TO 4600 UNITS+ IN RESIDENTIAL/COMMERCIAL SECURITY AND PARKING ENFORCEMENT + BARNACLE.**

****AS OF TODAY, WE SERVICE 278 COMMUNITIES WITH 81 DIFFERENT MANAGEMENT COMPANIES IN PHOENIX AND TUCSON, ARIZONA.**



Mountain Trails East HOA



Crackseal Repair, Sealcoat & Striping

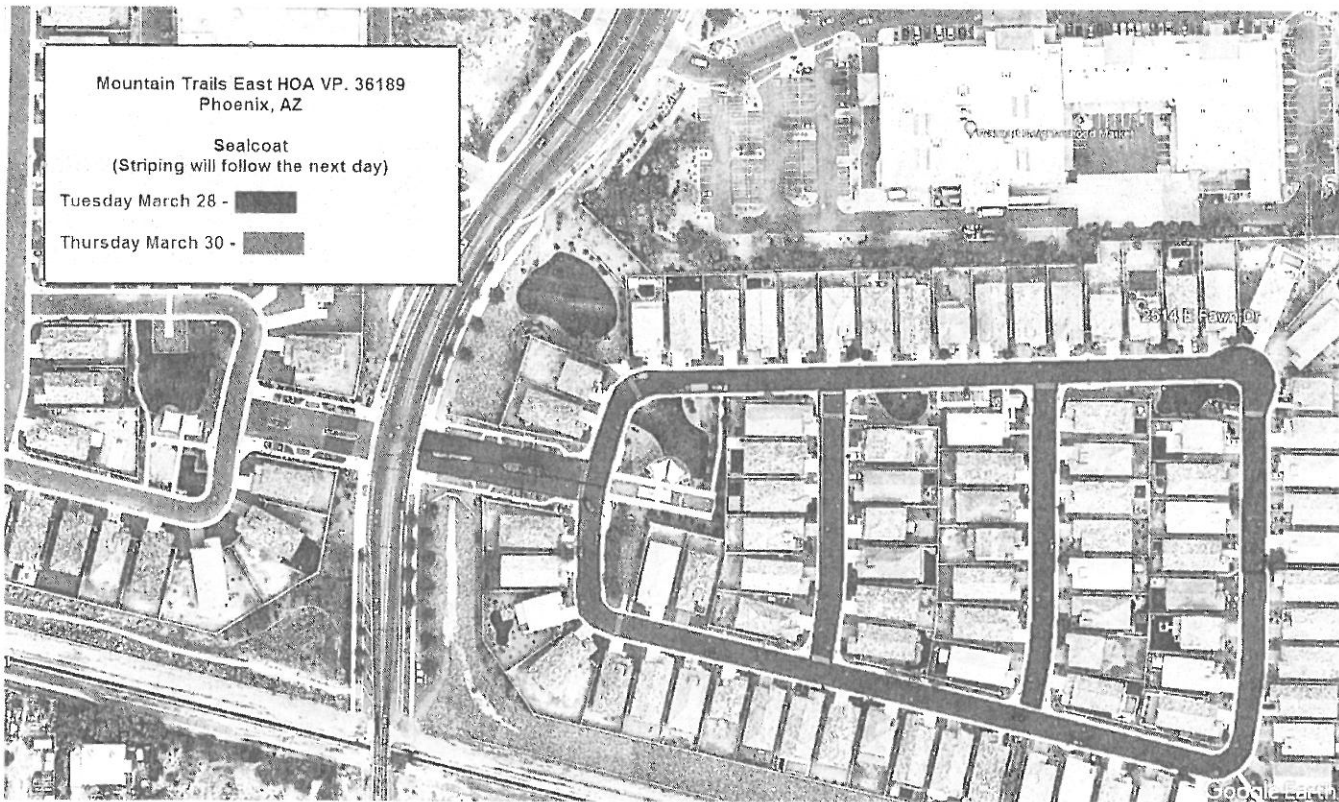
WORK SCHEDULE: Sunland Asphalt, is applying Crackseal & Sealcoat and to streets in your immediate area **Tuesday, March 28th and Thursday, March 30th** (Striping will be completed on **March 29th and March 31st**), as shown on the map below. This process will keep roads in good condition for an extended period.

WHAT SHOULD I EXPECT TO SEE AND HEAR? You will see the trucks, equipment, and personnel of Sunland Asphalt in the street on the days noted below. Please note the following:

RESTRICTED VEHICLES: The map below outlines restricted areas and dates. Please have all vehicles and obstructions out of the work area by 6:00AM. **Any vehicles left in restricted areas will be Towed (relocated to an area outside of the work zone) at the Owner's expense.**

TURN OFF OF IRRIGATION: Streets must be dry to apply the seal coat. Please adjust or turn off irrigation systems that may cause issues and delay the work. This **MUST** be done no later than Sunday, March 26th.

SERVICES PROVIDERS: Please notify all services providers (housekeeping, pest control, Amazon, etc.) of the work schedule, as there will be limited access to work areas. If possible, please reschedule their services for your area's restriction date(s).



A FEW OTHER THINGS OF NOTE:

Outside watering should not be done on the day(s) we are in your area. All sprinklers must be turned off and trash/ recycle containers must be removed, or services rescheduled. Auto, foot, pet, and bicycle traffic **MUST** stay off the new seal coat for **24 hours** or until the barricades are removed. Failure to do so may result in damage to cars, shoes, sidewalks, carpets, etc. Sunland Asphalt, Mountain Trails Community HOA and Kinney Management will not be responsible for any damages due to a resident moving traffic control devices or driving through wet sealcoat. Do not park where work will be performed or where it blocks traffic. Keep children and pets away from the construction for their own safety.

* Sunland Asphalt reserves the right to tow/relocate any vehicles in the work area after 6AM at a fee of \$65 per vehicle*

