

## 1/15/08 Manager's Report

1. All coupon books were mailed 1/11/08.
2. Majority of the accounts payables and utilities have been contacted with the new billing address.
3. Jane Savings has provided Farrell Smyth with all tenant ledgers and tax information has been forwarded to Jane.
4. Total of (9) 3-day Guest Parking passes have been given to units 16, 25, 71 & 77. We have been requesting their old ones before issuing new ones.
5. Five Cities Security- No unusual activity. Only tagged cars, no tows.
6. No Fines or violations as of date.
7. Bathroom in pool area- On 1/9/08- Gilbert picked up cleaning supplies, cleaned 2 shower enclosures. Cleaned and mopped the men's and women's restroom and mopped the spa floor. Checked the pool and cleaned the pool baskets.
8. Got a phone call today from a homeowner that said he would attend the meeting. He fell off of his bike on a speed bump before the stop sign towards the entrance of the park. Where Del Oro and Los Verdes intersect.

### Maintenance Requests

Unit	Maintenance Request	Status
64	Glass door leak	Caulked on 1/2/08
78	Leak from window	Caulked on 1/2/08, returned 1/7/08 to caulk again
77	Fence fell over	In-process, started 1/7/08
77	Water issues in garage	See attached email under correspondence
75	Leak in garage when it rains. Large puddle on ground	Unresolved, waiting for direction
69	Water coming in above sliding door	FS will schedule. Call out to tenant to schedule.

**Cash Flow (Cash)**  
**Los Verdes Park I - (918)**  
**Jan 2008**

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Prepared For:  
Los Verdes Park I HOA  
21 Santa Rosa St. #100  
San Luis Obispo, CA 93405

Prepared By:  
FARRELL SMYTH, INC.  
21 SANTA ROSA STREET SUITE 100  
SAN LUIS OBISPO, CA 93405

	Month to Date	%	Year to Date	%
<b>INCOME</b>				
HOA Dues	24,600.00	99.51	24,600.00	99.51
RV & Trailer Parking	120.00	0.49	120.00	0.49
<b>TOTAL INCOME</b>	<b>24,720.00</b>	<b>100.00</b>	<b>24,720.00</b>	<b>100.00</b>
<b>EXPENSE</b>				
Landscaping	6,592.00	26.67	6,592.00	26.67
Telephone	74.44	0.30	74.44	0.30
Electric Service	504.26	2.04	504.26	2.04
Gas Service	937.45	3.79	937.45	3.79
Water & Sewer	2,264.44	9.16	2,264.44	9.16
Trash	61.22	0.25	61.22	0.25
Office Equipment	133.85	0.54	133.85	0.54
Security Patrol/Monitoring	450.00	1.82	450.00	1.82
<b>TOTAL EXPENSE</b>	<b>11,017.66</b>	<b>44.57</b>	<b>11,017.66</b>	<b>44.57</b>
<b>NET INCOME</b>	<b>13,702.34</b>	<b>55.43</b>	<b>13,702.34</b>	<b>55.43</b>
<b>ADJUSTMENTS</b>				
Key Deposit	10.00		10.00	
<b>TOTAL ADJUSTMENTS</b>	<b>10.00</b>		<b>10.00</b>	
<b>CASH FLOW</b>	<b>13,712.34</b>		<b>13,712.34</b>	
Beginning Cash	0.00			
Ending Balance	13,712.34			

Dear Los Verdes Park Homeowner  
Dear Designated Agent of a Los Verdes Park Homeowner

Effective Feb. 15, 2008 (March 1, 2008; March 15, 2008), permits for overnight visitor parking will be issued exclusively to homeowners of record or their designated agents.

On that date, all of the older, two-piece blue permits will be discontinued, and only the newer one-piece orange permits will be valid.

The purpose of these changes is to keep administrative costs down and to provide greater involvement of homeowners in this important aspect of the business of Los Verdes Park 1.

Nonresident homeowners will be responsible for distribution and resupply of permits to tenants. Tenants will no longer be able to acquire permits directly.

Nonresident homeowners or their agents will be required to regularly update the rosters of their tenants to include tenants' names, car makes and models and license-plate numbers. Homeowners or their agents will also be required on a periodic basis to signify that they have reviewed rules and regulations regarding driving and parking in the park with their tenants and also that they have provided their tenants with a copy of those rules and regulations.

A packet will initially be provided to all homeowners to include:

1. a copy of the rules and regulations regarding driving and parking in the park
2. a form to use to request parking permits
3. a form on which nonresident homeowners can provide a roster of tenants
4. a form to be signed by the homeowner that rules and regulations have been provided to tenants and that the homeowner or agent has reviewed that document with tenants

Permits will be mailed to homeowners who request them, along with a new permit request form for subsequent requests. Subsequent requests will need to include the used permits. Permits will be limited to three per unit. As permits are used, they may be replaced upon request provided the used permits are turned in with the new request. Lost permits, used or unused, will not be replaced.

**The permit policy remains unchanged. Parking from midnight to 6 a.m. in visitor parking areas is by permit only. Permits are for visitors only. Residents must park in garages and driveways. Permits are for a maximum of three days or 72 hours. Permits must be clearly displayed and completely filled out. Permits may not be transferred from car to car or unit to unit. To receive a resupply of permits, used permits must be turned in. There is no charge for visitor parking permits.**

Los Verdes Park 1  
Landscape Architecture Committee  
January 15, 2008

Attending the January 8, 2008 meeting: Lois Lasecke, Shirley Oliver, Bud Oliver, and Lynn Murray (Dennis Takahashi was ill)

Topics discussed:

- 1) The committee needs to do a 'shrub' survey to see what missing ones are needed and where they need replaced. What kinds are needed (possibilities: hebe desilor or variegated pittisporum)
- 2) Gopher activity is noted in the front lawn of #88.
- 3) The evergreen pear in front of the western front gate has been removed in preparation for planting a crepe myrtle to match the one by the eastern front gate.
- 4) Looking at past minutes to see what still needs done.
- 5) Need to get a bid from Dennis and from the fence company for installing a two-part security fence along Los Osos Valley road from the corner to the eastern gate.
- 6) A bottlebrush was added to the hedge across from #74.
- 7) We need to check with Dennis to see when the pool area Bougainvillea will be trained on fishing line, so that it will not become tangled in the wrought iron gating.
- 8) Need to check torn-up areas by driveways. The recent rain has made the ground very soft and careless drivers are running over the areas at the edges of the driveways breaking the sprinkler lines and making deep ruts in the lawns. These areas need repaired and the offending homeowners fined.

Next LAC Meetings scheduled for February 12, 2008

Respectfully Submitted,  
Lynn Murray