

ANNUAL DISCLOSURES

Coeur d'Alene Place Master Association

Detailed below please find a disclosure regarding the HOA's existing policies, procedures and fee structures. While not required in your state, this information has been sent as a matter of good practice to ensure our members have the information necessary to be well informed, good stewards of the community. To conserve resources, a link is provided instead of the full text and/or applicable documents to review and download at your convenience. Please review carefully then reach out via the contact info detailed below with any questions or concerns you may have.

BOARD OF DIRECTORS:

Tony Delio, Mary Hammerly, Ryan Crosby, Mary Ross & Karen Currie

MANAGEMENT CO: Rockwood Property Management

PHONE NUMBER: (509) 321-5921

EMAIL ADDRESS: cdaplacehoa@rockwoodpm.com

WEBSITE: www.cdaplacehoa.com

RECORDS & GOVERNING DOCUMENTS

Accounting documents and historical records such as budgets, monthly financial reports, annual audits and reserves studies: www.cdaplacehoa.com/budget-archive--financial-reports

Recorded Covenants, Conditions & Restrictions (aka CC&Rs), Bylaws, Board Resolutions and Meeting Minutes: www.cdaplacehoa.com/association-docs

ARCHITECTURAL CONTROL

Written approval is required prior to affecting exterior improvements or repairs. Architectural guidelines are available for review and download and the Architectural Application may be printed or submitted via the following link: www.cdaplacehoa.com/architectural-guidelines

ASSESSMENTS

Assessment information including rate(s), remittance options and instructions: www.cdaplacehoa.com/assessments

SCHEDULE: varied by address

DUE DATE: 1st of the month, late if not received by the end of the following month

COLLECTION POLICY: Revised Collection Policy (2014)

LATE FEE AMOUNT: \$25.00

LATE INTEREST RATE: 15%

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ADDITIONAL FEES & CHARGES

In addition to assessments and penalties, members may be subject to the following fees and costs, which are levied to the owner upon request.

RECORDS INSPECTION:	Postage + copies \$0.15/page + hourly rate to prepare
TITLE & LENDER FEES:	\$150 Demand Fee per request + \$50 per update
	\$100 Transfer Fee per sale
	\$250 Resale Certificate Fee per request (condos only)

Demand & Resale Certificate Fees are billed to the Homeowner upon fulfillment. Transfer Fees are billed upon sale and paid at the close of escrow.

MEMBER DISCIPLINE

Upon purchasing a home in the HOA, members agree to abide by the Governing Documents. The Board of Directors is charged with enforcement in the event of non-compliance, the policy for which is detailed below.

ENFORCEMENT POLICY: Covenant Violation Policy (2014)

LOCATION: www.cdaplacehoa.com/assessments

HOMEOWNER CONTACT INFORMATION & PORTAL ACCESS

Members are required to provide written notice to the HOA within 30 days of making changes to their contact information, such as mailing address, email or phone number. Failure to provide timely updates may prevent the member from receiving important notices regarding their ownership obligations. Please submit changes via the Owner Information Form on the website (link below). To review the contact information on file with the HOA, login to your Owner Access Portal account.

OWNER INFO FORM: www.cdaplacehoa.com/homeowner-information-form

OWNER ACCESS PORTAL: owner.topssoft.com/RockwoodPM/Account/Login

INSURANCE

The HOA's master policy provides for corporate liability and common area property coverage. Members are encouraged to contact a licensed insurance agent to obtain appropriate coverage for their separate interest(s). Please submit questions regarding the HOA's policy to the agent:

INSURANCE AGENT: Jennifer Mendenhal, Alliant Insurance Agency (509) 325-1803