



WHITEHAWK RANCH HOMEOWNERS ASSOCIATION
P.O. BOX 176 ♦ CLIO, CA 96106

November 28, 2023

Board Members:

Bill Meagher
Jack Miller
Ken Hyatt
Taylor Carr
Doug Hecker

Dear Members,

I hope this message finds you well. I am writing to inform you of the recent decisions made during our HOA Board of Directors meeting held on November 13th.

I am happy to announce that the Board has successfully approved a balanced budget for the upcoming year. After thoughtful consideration and analysis, a \$6.00 per month increase in comparison to last year's assessment has been included in the budget, representing a 7% increase. Consequently, the monthly HOA dues for the year 2024 will be \$90 per lot.

In alignment with our commitment to transparency, the HOA's annual disclosure documents have been enclosed with this communication. They are also readily accessible on our association's website at www.whitehawkranch.org for your convenience and reference all year long.

I wish to reassure you that our Board remains steadfast in upholding the integrity of our community infrastructure. There are no plans to postpone any necessary repairs to the roads, bridges, drainage systems, or monuments identified in our Reserve Study. I am pleased to note that the HOA is free from outstanding loans, and we do not foresee the need to pursue borrowing funds or implementing a special assessment in the coming year.

Your input and inquiries are always invaluable to us. Please feel free to reach out with any comments or questions. You can contact either myself, Bill Meagher, HOA President (deal@wmmmt.com), or Ken Hyatt, Treasurer (k_hyatt@msn.com), through email or in writing at P.O. Box 176, Clio, CA, 96106.

In the spirit of the season, I extend warm wishes to all for a joyful holiday and a prosperous new year ahead.

Sincerely,

Bill Meagher, President
Whitehawk Ranch Homeowners Association

Whitehawk Ranch Homeowners Association
2024 Budget (approved 11-13-2023)

INCOME

Association Dues	300,240.00	\$90/Month per member
Dues for Prior Years	0.00	
ARC Plan Review Fee	3,000.00	
Fines & Collection Fees	0.00	
Late Fees and Interest	0.00	
Operating Act. Interest	100.00	
TOTAL INCOME	303,340.00	

EXPENSE

ADMINISTRATIVE EXPENSE

Administrative Support	42,086.25
ARC Plan Review (Contractor)	2,000.00
Annual Meeting	3,000.00
Education	300.00
Insurance	7,500.00
Misc. Expenses	5,000.00
Postage & Delivery	2,000.00
Printing	3,000.00
Tax Preparation	6,000.00
Taxes	100.00
Transfer to Reserves	136,325.00
TOTAL ADMINISTRATIVE EXPENSE	207,311.25

OPERATING EXPENSE

Electricity for front entrance	1,800.00
Legal Expense	1,000.00
Signage Repair	300.00
Contract Services	81,167.97
Social Activities & Welcome	2,000.00
Weed Abatement	4,000.00
Unbudgeted Repairs	3,000.00
TOTAL OPERATING EXPENSE	93,267.97
TOTAL EXPENSE	300,579.22
NET OPERATING INCOME	2,760.78

RESERVES

Transfer into Reserves from Operating	136,325.00
Reserves Contrib. from Commercial Entities	2,300.00
Reserve Interest	10,000.00
	148,625.00
 Paid from Reserves	 11,307.00
Net Reserves	137,318.00

Whitehawk Ranch Homeowners Association

ANNUAL DISCLOSURE NOTICE

November 30, 2023

We are required to annually provide you with the following information

GENERAL NOTICE LOCATION

The notice location designated for posting of general notices is the community website at: www.Whitehawkranch.org. Postings will also be made at the kiosk next to the parking lot access doors of the Whitehawk Ranch Community Center.

RIGHT TO MINUTES OF THE BOARD MEETINGS

The minutes or a summary of minutes of a Board meeting, other than an executive session, shall be available to members on the community website at www.Whitehawkranch.org within 30 days of the meeting or via first class mail upon request (charge per page is .15)

RIGHT TO INDIVIDUAL DELIVERY: Civil Code Section 4045

(a) If a provision of this act requires "general delivery" or "general notice," the document shall be provided by one or more of the following methods:

- (1) Any method provided for delivery of an individual notice pursuant to Section 4040.
- (2) Inclusion in a billing statement, newsletter, or other document that is delivered by one of the methods provided in this section.
- (3) Posting the printed document in a prominent location that is accessible to all members, if the location has been designated for the posting of general notices by the association in the annual policy statement prepared pursuant to Section 5310.
- (4) If the association broadcasts television programming for the purpose of distributing information on association business to its members, by inclusion in the programming.
- (5) If the association maintains an internet website for the purpose of distributing information on association business to its members, by posting the notice on the association's internet website in a prominent location that is accessible to all members if designated as a location for posting general notices in the annual policy statement prepared pursuant to Section 5310.

ABILITY TO SUBMIT OFFICIAL NOTICES TO SECONDARY ADDRESS

Owners have a right to submit a secondary address to the association for the purpose of receiving (1) annual reports the Association is required to provide to owners and for (2) mailings and notices related to assessment payments, delinquencies and foreclosures at an additional address.

ARCHITECTURAL CHANGES NOTICE

Section 5.1 of the CC&Rs read: 5.1 No Improvements or Alterations without Approval. No Improvement, excavation, landscaping, hardscaping, driveway construction, fence, wall, swimming pool, painting, screen, awning, alteration or other work which alters the exterior appearance of any Lot or its Improvements shall be commenced until plans and specifications have been submitted to and approved in writing by the Architectural Committee. If Improvements, additions, alterations, or modifications are different from those approved by the Architectural Committee, such improvements, additions, alterations, or modifications shall be deemed disapproved and the Member shall promptly correct the nonconforming items to comply with the Architectural Standards, the Architectural Committee's approvals, and County and/or city requirements.

A complete copy of the Architectural Review guidelines and policy is available at www.whitehawkranch.org, or upon request in printed copy (printed cost is .15 per page).

OVERNIGHT PAYMENTS

Overnight payments to the association may be sent payable to Whitehawk Ranch Home Owners Association and addressed or hand delivered to:

Whitehawk Ranch Home Owners Association
C/O Cline & Associates
97 E Sierra Ave.
Portola, CA 96122

OUTSTANDING LOANS

The Association does not have any outstanding loans.

INSURANCE COVERAGE

A summary copy of your HOA insurance coverage is included with this mailing.

The summary of the association's policies of insurance provides only certain information, as required by Section 5300 of the Civil Code, and should not be considered a substitute for the complete policy terms and conditions contained in the actual policies of insurance. Any association member may, upon request and provision of reasonable notice, review the association's insurance policies and, upon request and payment of reasonable duplication charges (.15 per page), obtain copies of those policies. Although the association maintains the policies of insurance specified in this summary, the association's policies of insurance do not cover your property, including personal property or, real property improvements to or around your dwelling, or personal injuries or other losses that occur within or around your dwelling. Even if a loss is covered, you may nevertheless be responsible for paying all or a portion of any deductible that applies. Association members should consult with their individual insurance broker or agent for appropriate additional coverage.

COLLECTION & LIEN POLICY (Notice Assessment and Foreclosure)

A copy of the Association Collection Policy is included with this mailing.

ENFORCEMENT and FINE POLICY

A copy of the Rules of Enforcement and Fine Schedule are included with this mailing.

DISPUTE RESOLUTIONS POLICY

Compliance with California Civil Code Sections 5925 through 5965 and Civil Code Sections 5900 through 5920 shall be required with respect to any dispute subject to such sections.

CHARGES FOR DOCUMENTS PROVIDED

A copy of the Charges for Documents Provided is included with this mailing.

ANNUAL REQUEST FOR CONTACT INFORMATION

A copy of the Annual Request for Contact information is included with this mailing.

Annual Insurance Disclosure 2023-24

In accordance with the requirements set forth under California Civil Code 5300 (b)(9), associations must provide the following insurance summary annually. This disclosure will list the insurance your association carries through our agency.

Whitehawk Ranch Homeowners' Association

Effective: January 28, 2023 to 2024

- **Property Insurance Coverage**

Insurer: Farmers Insurance Group of Companies

Policy Limits: \$195,200. / Deductible: \$500.

- **General Liability Insurance Coverage**

Insurer: Farmers Insurance Group of Companies

Policy Limits: \$1,000,000. Occurrence / Aggregate: \$2,000,000.

- **Crime/Employee Dishonesty/Fidelity Bond Coverage**

Insurer: Farmers Insurance Group of Companies

Policy Limits: \$500,000. / Deductible: \$1,000.

- **Directors and Officers Coverage: \$1,000,000. / Deductible: \$1,000.**

- **Excess Liability/Umbrella Coverage: \$5,000,000. / SIR: \$0.**

- **Workers Compensation Coverage: N/A**

- **Flood Insurance Coverage: Clubhouse: N/A Residential: N/A**

- **Earthquake/DIC Insurance Coverage: N/A**



This summary of the association's policies of insurance provides only certain information, as required by Section 5300 of the Civil Code, and should not be considered a substitute for the complete policy terms and conditions contained in the actual policies of insurance. Any association member may, upon request and provision of reasonable notice, review the association's insurance policies and, upon request and payment of reasonable duplication charges, obtain copies of those policies. Although the association maintains the policies of insurance specified in this summary, the association's policies of insurance may not cover your property, including personal property or real property improvements to or around your dwelling, or personal injuries or other losses that occur within or around your dwelling. Even if a loss is covered, you may nevertheless be responsible for paying all or a portion of any deductible that applies. Association members should consult with their individual insurance broker or agent for appropriate additional coverage.

NOTICE ASSESSMENTS AND FORECLOSURE (Civil Code Section 5730)

This notice outlines some of the rights and responsibilities of owners of property in common interest developments and the associations that manage them. Please refer to the sections of the Civil Code indicated for further information. A portion of the information in this notice applies only to liens recorded on or after January 1, 2003. You may wish to consult a lawyer if you dispute an assessment.

ASSESSMENTS AND FORECLOSURE

Assessments become delinquent 15 days after they are due, unless the governing documents provide for a longer time. The failure to pay association assessments may result in the loss of an owner's property through foreclosure. Foreclosure may occur either as a result of a court action, known as judicial foreclosure, or without court action, often referred to as nonjudicial foreclosure. For liens recorded on and after January 1, 2006, an association may not use judicial or nonjudicial foreclosure to enforce that lien if the amount of the delinquent assessments or dues, exclusive of any accelerated assessments, late charges, fees, attorney's fees, interest, and costs of collection, is less than one thousand eight hundred dollars (\$1,800). For delinquent assessments or dues in excess of one thousand eight hundred dollars (\$1,800) or more than 12 months delinquent, an association may use judicial or nonjudicial foreclosure subject to the conditions set forth in Article 3 (commencing with Section 5700) of Chapter 8 of Part 5 of Division 4 of the Civil Code. When using judicial or nonjudicial foreclosure, the association records a lien on the owner's property. The owner's property may be sold to satisfy the lien if the amounts secured by the lien are not paid. (Sections 5700 through 5720 of the Civil Code, inclusive)

In a judicial or nonjudicial foreclosure, the association may recover assessments, reasonable costs of collection, reasonable attorney's fees, late charges, and interest. The association may not use nonjudicial foreclosure to collect fines or penalties, except for costs to repair common area damaged by a member or a member's guests, if the governing documents provide for this. (Section 5725 of the Civil Code)

The association must comply with the requirements of Article 2 (commencing with Section 5650) of Chapter 8 of Part 5 of Division 4 of the Civil Code when collecting delinquent assessments. If the association fails to follow these requirements, it may not record a lien on the owner's property until it has satisfied those requirements. Any additional costs that result from satisfying the requirements are the responsibility of the association. (Section 5675 of the Civil Code)

At least 30 days prior to recording a lien on an owner's separate interest, the association must provide the owner of record with certain documents by certified mail, including a description of its collection and lien enforcement procedures and the method of calculating the amount. It must also provide an itemized statement of the charges owed by the owner. An owner has a right to review the association's records to verify the debt. (Section 5660 of the Civil Code)

If a lien is recorded against an owner's property in error, the person who recorded the lien is required to record a lien release within 21 days, and to provide an owner certain documents in this regard. (Section 5685 of the Civil Code)

The collection practices of the association may be governed by state and federal laws regarding fair debt collection. Penalties can be imposed for debt collection practices that violate these laws.

PAYMENTS

When an owner makes a payment, the owner may request a receipt, and the association is required to provide it. On the receipt, the association must indicate the date of payment and the person who received it. The association must inform owners of a mailing address for overnight payments. (Section 5655 of the Civil Code)

An owner may, but is not obligated to, pay under protest any disputed charge or sum levied by the association, including, but not limited to, an assessment, fine, penalty, late fee, collection cost, or monetary penalty imposed as a disciplinary measure, and by so doing, specifically reserve the right to contest the disputed charge or sum in court or otherwise.

An owner may dispute an assessment debt by submitting a written request for dispute resolution to the association as set forth in Article 2 (commencing with Section 5900) of Chapter 10 of Part 5 of Division 4 of the Civil Code. In addition, an association may not initiate a foreclosure without participating in alternative dispute resolution with a neutral third party as set forth in Article 3 (commencing with Section 5925) of Chapter 10 of Part 5 of Division 4 of the Civil Code, if so requested by the owner. Binding arbitration shall not be available if the association intends to initiate a judicial foreclosure.

An owner is not liable for charges, interest, and costs of collection, if it is established that the assessment was paid properly on time. (Section 5685 of the Civil Code)

MEETINGS AND PAYMENT PLANS

An owner of a separate interest that is not a time-share interest may request the association to consider a payment plan to satisfy a delinquent assessment. The association must inform owners of the standards for payment plans, if any exists. (Section 5665 of the Civil Code)

The board must meet with an owner who makes a proper written request for a meeting to discuss a payment plan when the owner has received a notice of a delinquent assessment. These payment plans must conform with the payment plan standards of the association, if they exist. (Section 5665 of the Civil Code)”

(b) An association distributing the notice required by this section to an owner of an interest that is described in Section 11212 of the Business and Professions Code that is not otherwise exempt from this section pursuant to subdivision (a) of Section 11211.7 of the Business and Professions Code may delete from the notice described in subdivision (a) the portion regarding meetings and payment plans.

(Added by Stats. 2012, Ch. 180, Sec. 2. (AB 805) Effective January 1, 2013. Operative January 1, 2014, by Sec. 3 of Ch. 180.)

ENFORCEMENT PROCEDURE

For any alleged violation of the governing documents, these procedures will be followed:

- Step 1.** Any Resident, Member, or Director claiming a violation must complete, sign, and submit an Alleged Violation Report to the Board of Directors at a Board meeting, or to the Association's administrator during regular business hours. No anonymous Alleged Violation Reports will be considered.
- Step 2.** Determine, in an executive session meeting, if the alleged violation has possible merit and, if so, proceed with Step 3. If not, indicate why further action was not taken in the executive session minutes.
- Step 3.** Send a Notice of Intent to Impose Discipline to the Member stating the alleged violation and the Member's right to appear before the Board of Directors at a hearing in on at least 10 days' notice by any means authorized under Civil Code §4040 for individual delivery, before imposing a monetary penalty (fine) and/or any other discipline. No courtesy notice is required.
- Step 4.** The disciplinary hearing with the Board of Directors shall be held in executive session unless the Member requests it be held in an open Board meeting. The Member may be heard, orally or in writing, and may present evidence, including witness testimony and documents.
- Step 5.** If the Member has violated the governing documents, the Board may exercise any appropriate option allowed under the governing documents or the law:
- a. Seek any legal remedy, including, without limitation, imposing a lien and/or foreclosure on the member's property, where allowed by law;
 - b. Impose one or more monetary penalties (fines);
 - c. Correct (or cause to be corrected) the violation and assess the member for the costs and expenses of doing so, including attorneys' fees when allowed by law;
 - d. Suspend voting rights and/or other membership privileges, such as recreational common area use rights, effective no sooner than five (5) days after the notice of disciplinary action; and/or
 - e. Initiate Internal Dispute Resolution and/or Alternative Dispute Resolution as allowed by law.
- Step 6.** The Member will be notified on any disciplinary action rendered by the Board of Directors within 15 days after the decision.

ALLEGED VIOLATION REPORT

Date: _____

1. **Person Making Report
(Complainant)**

Name: _____
Address: _____
Phone No: _____

2. **Time, place and nature of alleged violation (fill in)**

Date: _____ Time: _____ Location: _____

Nature of Violation: _____

3. **Description of Violator (Respondent)**

Name: _____
Phone: _____
Address: _____

4. **Additional Witnesses**

Name: _____
Address/Phone: _____
Name: _____
Address/Phone: _____

5. **Other Evidence (Photographs, Documents, Etc.) Supporting the Violation**

6. **Specific Governing Document Violated (Cite exact provision of Declaration of Covenants, Bylaws, Rules or Regulations violated)**

7. **Original Complainant**

The person making this complaint acknowledges that he or she must appear as a witness at any formal hearing or the Board may refuse to consider the alleged violation, unless the violation can be independently corroborated.

(Signature)

NOTICE OF INTENTION TO IMPOSE DISCIPLINE

To Member: _____

Please be advised that you are given notice that the Board of Directors will hold a hearing on:

_____ (Date)
_____ (Time)
_____ (Place)

to consider the imposition of a monetary penalty (fine), suspension of voting rights or the right to use recreational common area, or other permissible discipline against you concerning an alleged violation of the Association's governing documents, that is:

You may attend the hearing and be heard orally or in writing before the Board of Directors and to present any witnesses or other evidence on your behalf.

The hearing will be held in executive session whether you are present or not and whether you contest the alleged violation or not. Upon your request, the hearing will be held in an open Board meeting instead of in executive session.

Please acknowledge your receipt of this notice and indicate, by checking the box indicating whether you will contest the alleged violation or not.

Very truly yours,

BOARD OF DIRECTORS

I acknowledge receipt of this notice and:

☐

I will not oppose the alleged violation.

☐

I will oppose the alleged violation.

Dated: _____

Signed: _____

PROCEDURE FOR MEMBER HEARING

1. Statement of alleged violation(s) by acting chairperson.
2. Presentation of evidence.
 - a. Each party (including the Board where appropriate) may make an opening statement, orally or in writing, starting with the complaining party's case;
 - b. Each party may produce documentary evidence and testimony and to cross-examine the opposing party and the opposing party's witnesses;
 - c. Each party may make a closing statement, orally or in writing;
 - d. Formal rules of evidence will not apply and all evidence should be considered. The Board will give whatever weight it feels is appropriate to each piece of evidence;
3. Any party may choose not to exercise any rights during the hearing process (e.g. not give an opening statement). The Board may specify other reasonable rules for the hearing, provided the alleged violator can confront and cross-examine the accuser and the witnesses (if their personal knowledge is necessary to prove the claim), and other corroborating evidence of the violation, and be heard and present evidence in his or her own defense.
4. The alleged violator, complaining party and witnesses are excused. If the complaining party is a director with no personal stake in the dispute, such director may remain.
5. Discussion and decision by the Board, or, that the matter will be taken under submission with a determination within 35 days after the hearing. Notice to member within 15 days of imposing disciplinary action, if any. No notice is necessary if the Board takes no disciplinary action. The accuser is not entitled to any notice of action taken or not taken.
6. Adjournment.

Documentation

Name of Member: _____ Phone Number: _____

Address: _____

Factual Findings on Issues: _____

Board ruling on any discipline to be imposed: _____

Additional Comments: _____

Date: _____ By: _____

SIGNATURE OF CHAIRPERSON

MONETARY PENALTY (FINE) SCHEDULE

1. Specific Violations

(a) Unauthorized removal from a Lot of trees 6" to 12" in diameter	\$500.00 per tree
(b) Unauthorized removal from a Lot of trees more than 12" in diameter	\$1,800.00 per tree
(c) Unauthorized tree removal up to 12" in diameter from the Common Area	\$500.00 per tree
(d) Unauthorized tree removal more than 12" in diameter from Common Area	\$1,800.00 per tree
(e) Failure to properly dispose of tree debris includes limbs, bark or slash	\$1,000.00
(f) Initiating construction of additions or decks without ARC approval	\$1,800.00
(g) Failure to remove diseased or dead trees within 30 days of notification	\$1,000.00
(h) Failure to comply with CC&Rs Article 7, R&R #B-16 "Right to Lease"	\$1,800.00
(i) Unauthorized commercial delivery or temporary storage structures	\$500.00
(j) Damage to a neighboring Lot caused by one or more of the above violations	\$500.00

- Any tree violation may result in the fine stated above in addition to the requirement of a like replacement.
- Tree diameter size is measured five (5) feet above the ground.

2. Firewise Community Standards Violations

- a. Following a 30-day notice period, if a Member fails to create a defensible space around the home as prescribed by the Architectural Standards, a fine of \$1,000.00 may be levied.
- b. Following a 30-day notice period, if a Member fails to remove hazardous fuels from the Lot as prescribed by the Architectural Standards, a fine of \$2,000 may be levied.

3. For all other violations of the governing documents, if the Board finds a violation, a monetary penalty (fine) of up to \$200.00 may be imposed for each separate violation of the governing documents. In addition:

- a. If a Member violates the same provision of the governing documents on two separate occasions within any 12-month period, the Member will be subject to a monetary penalty (fine) of up to \$400.00 for the second offense.
- b. If the Member violates the same provision three or more times within any 12-month period, the member will be subject to monetary penalties (fines) for the third and subsequent violations of up to \$600.00 each.

4. For continuous violations of the governing documents, whether architectural, or constituting a nuisance or otherwise:

- a. Continuous violations will be considered a violation every day from the first day of the violation until remedied in full.
- b. Continuous violations are subject to a monetary penalty (fine) of up to \$100.00 per day for every day of the violation, whether consecutive or not, until the violation is remedied, subject to a maximum monetary penalty (fine) of \$3,000.00 per calendar month.

5. Multiple violations, whether non-continuous or continuous, may be addressed in one or more Notice(s) of Intent to Impose Discipline to the Member and may be the subject of and heard at one or more executive session or open Board meeting hearing(s).
6. Unless prohibited by other governing documents, and if allowed by law, the Board may take legal action or correct, remedy or cure a violation, and seek a reimbursement assessment against the Member, or file a memorandum of costs or motion for attorneys' fees, to recover costs, expenses and attorneys' fees incurred by the Association.
7. If a violation is found which causes the Association to incur a financial obligation or expense, then the Member responsible for the violation will be subject to a reimbursement assessment in the amount of the obligation or expense incurred by the Association after proper notice and a hearing to the extent allowed by law.
8. A monetary penalty (fine) imposed by the Association as a disciplinary measure for failure of a Member to comply with the governing documents, may be treated as and is hereby an assessment that may become a lien against the Member's separate interest, but such lien may not be enforced by the sale of the interest under Sections 2924, 2924b, and 2924c (non-judicial foreclosure).

Whitehawk Ranch Home Owners Association
CHARGES FOR DOCUMENTS PROVIDED AS REQUIRED BY SECTION 4525*

The seller may, in accordance with Section 4530 of the Civil Code, provide to the prospective buyer, at no cost, current copies of any documents specified by Section 4525 that are in the possession of the seller.

A seller may request to purchase some or all of these documents, but shall not be required to purchase ALL of the documents listed on this form.

Provider of the [Section 4525](#) Items:

Print Name _____ Position or Title _____ Association or Agent

Date Form Completed:

Check or Complete Applicable Column or Columns Below:

Document	Civil Code Section Included	Fee for Document	Not Available (N/A) or Not Applicable (N/App), or Directly Provided by Seller and confirmed in writing by Seller as a current document (DP)
Articles of Incorporation or statement that not incorporated	Section 4525(a)(1)	.15 per page or available free of charge at www.WhitehawkRanch.org	
CC&Rs	Section 4525(a)(1)		
Bylaws	Section 4525(a)(1)		
Operating Rules	Section 4525(a)(1)		See CC&Rs
Age restrictions, if any	Section 4525(a)(2)		n/app
Rental restrictions, if any	Section 4525(a)(9)		See CC&Rs
Annual budget report or summary, including reserve study	Sections 5300 and 4525(a)(3)		
Assessment and reserve funding disclosure summary	Sections 5300 and 4525(a)(4)		
Financial statement review	Sections 5305 and 4525(a)(3)		
Assessment enforcement policy	Sections 5310 and 4525(a)(4)		
Insurance summary	Sections 5300 and 4525(a)(3)		
Regular assessment	Section 4525(a)(4)		
Special assessment	Section 4525(a)(4)		
Emergency assessment	Section 4525(a)(4)		
Other unpaid obligations of seller	Sections 5675 and 4525(a)(4)		
Approved changes to assessments	Sections 5300 and 4525(a)(4), (8)		
Settlement notice regarding common area defects	Sections 4525(a)(6), (7), and 6100		N/app
Preliminary list of defects	Sections 4525(a)(6) , 6000 , and 6100		N/app
Notice(s) of violation	Sections 5855 and 4525(a)(5)		N/app
Required statement of fees	Section 4525		
Minutes of regular board meetings conducted over the previous 12 months, if requested	Section 4525(a)(10)	.15 per page	

Total fees for these documents:

* The information provided by this form may not include all fees that may be imposed before the close of escrow. Additional fees that are not related to the requirements of [Section 4525](#) may be charged separately.