



ACMI

“Quality Homeowner Association Support”

October 27, 2023

Board of Directors, Deer Park Meadows East Community Association, Inc.

This is to let you know that ACMI is changing the fees charged for activities that are not included in the base fee with every association we manage. These fees have been standard in all our agreements since 2010 and due to inflation over the last several years, they must be altered at this time. If you have any questions, please provide them to your property manager. **Please sign and return the contract amendment** that is attached, which I have already signed on behalf of ACMI.

The changes are primarily for the fees related to collections and deed restriction enforcement. These costs are passed on to the homeowner so the impact on the association financial statements will be minimal.

The changes are required due to several factors that have taken place over the past thirteen years including items such as:

- The cost of first-class postage has increased by 43%, from 44 cents to 63 cents. Since 2010, we have absorbed these increases.
- The State, along with the IRS and other government agencies, have passed several laws that require more documentation for various routine activities and thereby more staff time.
- The costs for materials, supplies, labor, etc. have increased significantly over this period.

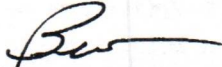
The table below compares the current fee versus the new fee for each of the activities included in this change if there is one. Not all fees have increased.

ACTIVITY-- PAID BY ASSOCIATION	CURRENT	1/1/2024
	\$/UNIT	\$/UNIT
	SINCE 2010	
ROUTINE MAILING		
Mailing of invoices, or other 1-page docs by first class USPS, plus future postage increases	\$1.00	\$1.19
Mailing of additional page	\$0.10	\$0.10
Preparation of special mailings or invoices, plus mailing	\$100.00	\$100.00
Special mailings such as certified, courier, plus postage/fees	\$6.00	\$6.00
SPECIAL ACTIVITIES, AS REQUIRED		
Preparation and filing of management certificates Co./State, plus fees	\$50.00	\$75.00
Arranging and supporting a reserve study or audit, \$/hr.	\$75.00	\$75.00
Tax return for taxable association, State plus Federal, by ACMI CPA	\$500.00	\$500.00
Tax return for tax exempt association, prepared by outside CPA- cost plus	\$30	\$50
Special on-site meetings or special members meetings, mileage plus	\$75/hr.	\$75/hr.
Association meetings that are longer than 2 hours or weekends	\$75/hr.	\$75/hr.
Rush checks	N/C	\$20.00

BILLED TO DELINQUENT MEMBER BY ASSOCIATION

Collection/DR notice, plus related fees	\$17.50	\$20.00
Referral of delinquent accounts to attorney	\$17.50	\$25.00
Data request fee, closing or attorney request	\$10.00	\$13.00
Special data request fee to support legal action/foreclosure	\$35.00	\$50.00
Preparation/release of lien through third party attorney	\$50.00	\$75.00
Preparation and filing of a bankruptcy proof of claim	\$50.00	\$75.00
Payment plan, 3 payments	\$35.00	\$40.00
Processing of returned checks	\$20.00	\$20.00

Regards, Bert



Bert B. Williams

ACMI

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**AMENDMENT TO MANAGEMENT SUPPORT AGREEMENT BETWEEN
Williams ACMI Ventures and
Deer Park Meadows East Community Association, Inc.**

Effective January 1, 2024, the OTHER FEES as defined in Attachment 2 of the management support agreement between the parties listed above are to be modified. The updated fees are listed in the table below. Other provisions of the original contract or prior amendments to the contract not related to these fees are unchanged by this Amendment. Any additional fee not listed below will remain unchanged.

ACTIVITY-- PAID BY ASSOCIATION	Effective 1/1/2024
	\$/UNIT

ROUTINE MAILING

Mailing of invoices, or other 1-page docs by first class USPS, plus future postage increases above \$0.66.	\$1.19
Mailing of additional page	\$0.10
Preparation of special mailings or invoices, plus mailing	\$100.00
Special mailings such as certified, courier, plus postage/fees	\$6.00

SPECIAL ACTIVITIES, AS REQUIRED

Preparation and filing of management certificates Co./State, plus fees	\$75.00
Arranging and supporting a reserve study or audit, \$/hr.	\$75.00
Tax return for taxable association, State plus Federal, by ACMI CPA	\$500.00
Tax return for tax exempt association, prepared by outside CPA- cost plus	\$50
Special on-site meetings or special members meetings, mileage plus	\$75/hr.
Association meetings that are longer than 2 hours or weekends	\$75/hr.
Rush checks	\$20.00

BILLED TO DELINQUENT MEMBER BY ASSOCIATION

Collection/DR notice, plus related fees	\$20.00
Referral of delinquent accounts to attorney	\$25.00
Data request fee, closing or attorney request	\$13.00
Special data request fee to support legal action/foreclosure	\$50.00
Preparation/release of lien through third party attorney	\$75.00
Preparation and filing of a bankruptcy proof of claim	\$75.00
Payment plan, 3 payments	\$40.00
Processing of returned checks	\$20.00

Agreed:

Deer Park Meadows East Community Association, Inc.

By: Ricardo Ruiz 11-30-23
President/date

Williams ACMI Ventures, Inc. (ACMI)

By: [Signature] 1/0/30/23
President/date