

## NOTICE OF SPECIAL ASSESSMENT

**Date Issued:** August 29<sup>th</sup>, 2026

**Unit Owner(s):** Alex Rivera

**Unit Number:** #508

Dear Owner,

This is to inform you of a *Speical Assessment* levied by the Board during a non-recorded emergency Zoom session held on **August 28th, 2026**. The purpose of the assessment is to address various *urgent and longterm* improvements needed for the property's ongoing wellness.

### Assessment Cost Breakdown

Project	Estimated Cost
Roof Patchwork	\$135,000.00
Elevator Modernization	\$267,500.00
Lobby Aroma Diffuser Replacement	\$28,750.00
Internet Fiber Refresh	\$129,999.00
Painting of Hallways (Level 1–3)	\$85,000.00
Engineering Consulting Fees	\$93,400.00
Contingency Buffer & Misc.	\$65,000.00
Reserve Study for 2024	\$13,200.00
HOA Website Revamp & App Hosting	\$32,000.00
“Other Improvements” (unspecified)	\$91,000.00
<b>TOTAL ESTIMATED COST</b>	<b>\$921,500.00</b>

## 2. Allocation for Unit 508

### % Ownership Assessment Amount Due Date

1.16%              \$10,110.75              September 25<sup>th</sup>, 2027

## 3. Payment Schedule (Optional)

Option	Installment Amount	# Payments	Total
Full Payment	\$10,110.75	1	\$10,110.75
3-Month Plan	\$3,833.00	3	\$11,499.00
5-Month Plan	\$2,022.15	5	\$10,110.75
NEW 12-Month Plan	\$888.88	12	\$10,666.56


## 4. Action Required

Owners must submit their selected payment option by **March 30, 2025** via check, ACH, or our *non-functioning* online portal (under construction).

Late payments are subject to a **\$95 late fee, 2.25% monthly interest**, and potential legal action per HOA rules (referenced in missing attachment).

## 5. Contact Info

**Association Manager:** Melinda R. Chase

 (305) 555-9473 ext. 204

 melinda@sunriseshorescondo.com

 Available weekdays 8 AM – 11:30 AM (only)