2025 EMERGENCY SPECIAL ASSESSMENT NOTICE
July 31, 2025

Dear Scripps Westview Homeowners(s):

Following the legally mandated SB326 balcony inspection completed on July 1, 2023, the Association received a **Civil Penalty Notice** on August 3, 2023, requiring immediate repairs to 82 elevated exterior elements found to be structurally deficient.

In response, the Board prioritized resident safety by immediately authorizing temporary shoring and commissioning architectural and construction plans. Since then, the Board has diligently reviewed **eight competitive proposals** and has selected **Empire Works** to complete the project, at a total cost of **$2,643,100.00**, which includes a **15% contingency** to cover unforeseen repairs during demolition.

To fund these legally required emergency repairs, the Board has approved a **One-Time Emergency Special Assessment** of **$15,017.00 per unit**, which was levied at the July 29th open session meeting. Payments for this emergency special assessment will be due beginning **September 1, 2025**.

We understand this presents a significant financial obligation and are offering three payment options to assist owners with managing this expense.

Important Action Required – Response Due By August 22, 2025:
The following pages include a **required Payment Plan Selection Form** that must be completed and **returned to our office no later than August 22, 2025**. On this form, you will indicate which of the following three payment options you wish to use.

Payment Options:
Option 1 – Short-Term Payment Plan
Initial payment of **$2,286.00**, followed by **12 monthly payments of $1,061.00**.
No interest or fees. May be paid off early at any time.

Option 2 – 10-Year Loan Participation
Initial payment of **$227.75**, followed by monthly payments of **$170.75 for 120 months (10 years)**

- *This payment plan is subject to loan interest. Loan may be paid off early at any time without penalty.*

Option 3 – Full Payment Upfront
$15,017.00 paid in full by **September 1, 2025.**

WALTERS management
A REALMANAGE FAMILY OF BRANDS COMPANY

If we do not receive your completed Payment Plan Selection Form by August 22, 2025, you will be automatically enrolled in Payment Option 1, which includes an initial payment of $2,286.00, followed by 12 monthly payments of $1,061.00.

Please note: For owners selecting an installment option (Options 1 or 2), any remaining balance must be paid in full prior to the sale or transfer of your unit, if applicable.

Payment Processing Information:
Walters Management offers multiple ways to submit your payments:

- **First Citizens Bank (Online Portal):** You may set up recurring payments using a debit or credit card (3% processing fee applies) or a checking/savings account (no fee).

- **Bill Pay via Your Financial Institution:** You may use your financial institution's online bill pay system to schedule payments directly.

ATTENTION AUTO-PAY USERS – ACTION MAY BE REQUIRED:
If you are currently enrolled in automatic payments through First Citizens Bank and your account is set to pay the FULL ACCOUNT BALANCE, you must log in and update your settings to pull a FIXED AMOUNT ONLY. **Failure to update your settings will result in the full Emergency Special Assessment amount of $15,017.00 being withdrawn from your account on your next scheduled payment date.**

For assistance with setting up payments, contact:
accountservices@waltersmanagement.com or 858-576-5595.

We know emergency assessments are never easy, and the Board has worked hard to exhaust every alternative before taking this step. These repairs are critical to the safety of the community and to ensure continued compliance with California law.

We encourage you to reach out to Management with any questions, concerns, or if you would like to discuss your payment options further.

Sincerely,

Savannah Dupin

Savannah Dupin, CMCA, AMS
Community Association Manager
On Behalf of Your Board of Directors

Scripps Westview Homeowners Association
Emergency Assessment Payment Plan Form

IMPORTANT: If this form is not returned by August 22, 2025, you will automatically be enrolled in **Option 1: 13-month payment plan with the first payment of $2,286.00 due September 1, 2025**.

Homeowner Information:

- Name: ____
- Property Address: ______________________________________
- Email Address: ____
- Phone Number: ____

PAYMENT ELECTION

I, ________________________ (print name), as the owner of the above-referenced property, hereby elect the following payment option for the $15,017.00 emergency assessment:

☐ **OPTION 1: 13-MONTH PAYMENT PLAN** ***(Default plan for members who do not submit this form)***

- Initial payment of $2,286.00 due September 1, 2025; followed by 12 payments of $1,061.00 beginning October 1, 2025.
- Payment must be received by the first of each month beginning September 1, 2025.
- No interest or additional fees will be applied

☐ **OPTION 2: EXTENDED PAYMENT PLAN**, **10-Year Loan**

- Payments begin: **September 1, 2025.**
- Initial payment of $227.75 followed by estimated monthly payments of **$170.75** for 120 months (10 years).
- **Early payoff allowed:** The remaining balance plus any accrued interest to date may be paid in full at any time after payments begin. There is no pre-payment penalty.
- **For early payoff:** You must request a payoff balance from accountservices@waltersmanagement.com.

☐ **OPTION 3: PAYMENT IN FULL**

- One-time payment of $15,017.00
- Payment must be received by September 1, 2025.
- No interest or additional fees will be applied

I understand and acknowledge that:

- **If I do not select an option, I will be automatically enrolled in Option 1: 13-month payment plan.**
- **If I choose the Extended Payment Plan option, it includes interest and loan fees incurred over the period of the payment plan.**
- If I fail to make payment by the specified date required under my payment option, regardless of the payment option chosen, I will be delinquent in my assessments and may be subject to late fees, interest, and/or other collection measures as permitted under the Association's governing documents.
- Payment methods and instructions will be provided separately.
- If I choose to sell my home, the full amount of my emergency assessment will become immediately due and payable at the time of the sale. The remaining balance of my emergency assessment does not transfer to any new owner.

Scripps Westview Homeowners Association
Emergency Assessment Payment Plan Form

REQUIRED SIGNATURES

Owner Signature: ________________________________ Date: ____________

Co-Owner Signature (if applicable): ________________________________ Date: ____________

SUBMISSION INSTRUCTIONS

This completed and signed form must be delivered to Walters Management, Attn: Savannah Dupin on or before August 22, 2025.

Email: **savannah.dupin@waltersmanagement.com**

Mail:
Scripps Westview C/O Walters Management
Attn: Savannah Dupin
9665 Chesapeake Drive Suite 300
San Diego, CA 92123