



Alhama de Murcia, January 2018.

Dear Sir/Madam,

According to the provisions of paragraph 2, article 16 of the current Horizontal Property Law, we have the pleasure of summoning you to the Annual General Meeting of the Community of Property Owners of **JARDINES 2 CONDADO DE ALHAMA PRIVATE PROPERTY COMPLEX**, located in Alhama de Murcia (Murcia) on **SATURDAY, 10TH FEBRUARY 2018** at 09:00 hours in first summons and 10:00 hours in second summons. The meeting will be held at the Condado Club, under the following:

AGENDA

LEVEL 1 JOINT COMMUNITY ITEMS

President's Report

1. **Voting item.** - Approval and settlement of accounts for the Level 1 Joint Community for the 2017 financial year. The 2017 financial year includes the Community fees for the Showroom and Access Gates components for the last three financial years 2015/2016/2017.
2. Information. - Update on painting and voids programme. Joint planning.
3. Information. - Cleaning service on Penthouses.
4. Information. - Implementation of water-saving measures:
 - a) New water intake pipe from the desalination plant.
 - b) Implementation of the landscape project on the outer ring.
5. **Voting item.** - Proposal regarding gardening and rubbish collection. Vote to authorise the Management Board to negotiate a modification to the contract with STV under the following terms:
 - 1) That this new agreement will not include an extension to the duration of the current contract.
 - 2) That this new agreement will not involve an increase in current costs.
 - 3) That this new agreement includes the landscape remodeling of the outer ring, enabling reduction in water consumption, in exchange for an acceptable service reduction for the remaining duration of the contract.

6. Security Systems

6.1. **Voting item.** – Approval, if appropriate, for one of the following options:

- a) Reduce the security services at the rear gate (Alcanara), to reduce costs and improve Security surveillance in the Resort.
- b) Maintain the current arrangements.

6.2. **Voting item.** - If you have voted option A, please vote for one for one of the following options:

- a) Closure of the Alcanara gate for 6 months a year, from November until Easter (current estimated saving €3,550 / month).
- b) Night-time closure of the Alcanara gate, from 11 pm until 7 am all year (current estimated saving €2,520 / month).
- c) A combination of A and B.

6.3. **Voting item.** – Approval, if applicable, of the new security protocol.

6.4. **Voting item.** – Approval, if applicable, of the Resort speed cameras protocol.

6.5. **Voting item.** – Approval for a full-time vigilant on Cañadas gate.

7. Information. - Energy audit, ways of saving money.

8. **Voting item.** - Vote to agree to proceed with a complete external audit of the 2014/2015/2016/up to June accounts. Estimated budget €12,000.

9. **Voting item.** - Proposal to ratify the hiring of the Lawyer Mr. José Montoya del Moral for permanent legal advice.

10. **Voting item.** - Approval of the expenses budget for the 2018 financial year.

The proposed budget includes the Showroom and Access Gates components; telecommunications expenses are applied in equal parts to the number of properties, premises... in each plot, and administrative expenses by the corresponding coefficient.

11. Information. Regulation of internal rules.

LEVEL 2 COMMUNITY ITEMS

President's report

12. **Voting item.** - Approval and settlement of accounts for the 2017 financial year.

13. Debtor balances on 31st December 2017:

13.1. **Voting item.** - Liquidation of debtor balances and approval of settlements made. Approval for the legal claims for debtor balances. Approval to authorise the President of the General Community to grant powers to attorneys and lawyers.

13.2. **Voting item.** - Approval, if applicable, not to allow residents with debts greater than €600 to have access to non-essential Community IT services and automatic access to the Resort.

13.3. **Voting item.** - Approval, if applicable, not to allow properties in debt to access the pool areas.

13.4. **Voting item.** - Approval of the protocol for debt collection.

14. Expenses budget for the 2018 financial year.

14.1. **Voting item.** - Vote to apply monthly community payments.

14.2. **Voting item.** - Vote to include early payment discounts.

14.3. **Voting item.** - Approval of the expenses budget for the 2018 financial year.

OPTION A: Include voluntary reserve fund of €21,746.

OPTION B: Don't include the voluntary reserve fund.

15. **Voting item.** – Approval, if applicable, for limitations on extraordinary costs by Presidents:

b) Maximum payments of €20,000 for Level 1.

c) Maximum payments of €5,000 for Level 2.

16. **Voting item.** – Upcoming Ordinary meetings. Vote to approve one of the following options:

a) Maintain the Annual Meetings in February, with a joint Level 3 meeting and an owner's information meeting in summer.

b) Annual Meetings in summer.

17. **Voting item.** - Election of the Level 3 Management Board.

18. **Voting item.** – Election of the Level 2 Management Board.

19. **Voting item.** – Election of the Secretary/Administrator.

20. **Voting item.** - Approval, if applicable, for the Secretary/Administrator to be able to act as the representative of the Community of Owners when dealing with Public Administration.

21. **Voting item.** - Vote to agree on how to make best use of Community bank accounts:

a) Joint proposal. –

- Close the BMN Level 1 and Level 2 accounts.
- Open an account with Cajamar as an operating account.
- Keep the account with Sabadell as a support account in order to comply with regulations for recovery of balances in the event of bank insolvency.

22. **Voting item.** - Vote to agree on how to optimise payment methods:

a) Joint proposal. –

- Payments to fixed suppliers and budgeted amounts will be made by direct debit.
- Other payments must be made with the knowledge and written approval of the corresponding President.
- Funds can be made available, and transfer payments made, by either the Secretary-Administrator or by the President of each Community.
- Payments above €3,000 will be made by promissory note signed by the Secretary-Administrator and by the corresponding president.

23. **Voting item.** - Sports Activities. Authorisation to perform aquatic gymnastics activities in pools, maximum 1 hour per day.

LEVEL 3 COMMUNITY ITEMS

24. **Voting item.** - Authorisation to carry out activities in the Subcommunity's landscaped areas that promote healthy living, such as gymnastics, pilates, yoga, maximum 1 hour per day.

25. Extraordinary works Jardín 13.

25.1 **Voting item.** - Pool fence in Jardín 13 (estimated quote €2,300).

URBAN ENTITY ITEMS

President's Report.

26. **Voting item.** - Approval and settlement of accounts for the 2017 financial year.

27. Information. – Update on progress with Security. Collaboration with local Police.

28. **Voting item.** - Approval of the expenses budget for the 2018 financial year.

The proposed budget suggests removing expenses which are solely for the inner ring from plots on the outer ring.

29. **Voting item.** - Location of the market.

30. **Voting item.** - Community subsidy for the annual party in the Complex.

30.1. Voting item. - If you vote yes, please choose one of the following options:

- a) €2500
- b) €5000

31. Information. - New park outside La Isla.

32. **Voting item.** - Fenced area for dogs in the new park up to €2,500. These funds will be initially requested from the Council.

33. Information. -Community pharmacy.

34. A.O.B.

We would like to remind you that, in accordance with article 15.2 of the current Horizontal Property Law, any owner who is not up-to-date with the payment of all outstanding debts to the Community at the time of the commencement of the General Meeting will be able to participate in this meeting, but he/she will not have the right to vote in it.

Yours faithfully,

THE PRESIDENT

FEDERICO MESA


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DEUDORES JARDINES 2 (DEUDAS MAYORES DE 100€) A 31 DE DICIEMBRE DE 2017
DEBTORS JARDINES 2 (DEBTS OVER €100) TO DATE 31 OF DECEMBER OF 2017

CODIGO / CODE	PROPIETARIO / OWNER	SUBCOMUNIDAD / SUB-COMMUNITY	PUERTA / DOOR	DEUDA / DEBT
631 KNOCKGARVAN LDT.		JARDIN 7	631	282,88 €
652 HADDEN, KERRY & HINDWOOD, STEP		JARDIN 7	652	1.835,42 €
653 MARTINEZ RUBIO, ANTONIO		JARDIN 7	653	4.868,27 €
668 EMPIRE REAL STATE, S.L.		JARDIN 7	781	954,10 €
675 DE JUAN GARCIA, RAUL		JARDIN 7	655	801,64 €
696 FERNANDEZ MARTINEZ, ANA ISABEL		JARDIN 7	677	6.048,90 €
717 HERMANOS URIA FERNANDEZ, S.L.		JARDIN 7	703	10.807,06 €
726 DILWAR, MIAH MOHAMMED		JARDIN 7	715	4.014,96 €
727 DILWAR, MIAH MOHAMMED		JARDIN 7	716	3.119,48 €
734 MONTALVO HERVIAS, JOSE ANGEL		JARDIN 7	723	1.062,77 €
739 BELLOCH INVERSIONES 2015, S.L.		JARDIN 7	728	6.664,70 €
745 VILLALONGA CANOS, ELADIO		JARDIN 7	737	6.769,83 €
746 BELLOCH INVERSIONES 2015, S.L.		JARDIN 7	738	6.664,70 €
748 NIMAL-RAJ		JARDIN 7	740	5.057,19 €
755 TOLEDANO GARRIDO, MERCEDES		JARDIN 7	747	7.123,63 €
759 LOPEZ GONZALEZ, CARLOS		JARDIN 7	751	2.245,22 €
780 BANCO SABADELL, S.A.		JARDIN 7	773	444,85 €
790 O'NEILL, TAMSIN		JARDIN 7	784	8.278,27 €
840 BROWN, GEOFFREY LEONARD Y WRIG		JARDIN 8	835	5.793,75 €
843 FERNANDEZ FERNANDEZ, SUSANA		JARDIN 8	839	4.305,67 €
847 INTERMOBILIARIA S.A (GESTORIA		JARDIN 8	843	4.053,04 €
865 BELLOCH INVERSIONES 2015, S.L.		JARDIN 8	864	6.559,75 €
872 CANO, JOSE ADRIAN & HEREDIA MA		JARDIN 8	871	3.595,27 €
875 REILLY, ANTHONY		JARDIN 8	874	796,90 €
918 GOMEZ CATALAN, JORGE LUIS Y A.		JARDIN 8	919	763,93 €
932 KEHOE, KIERAN FERGUS		JARDIN 9	932	253,76 €
941 HUSSAIN, TAIYAR		JARDIN 9	941	10.403,70 €
942 HUSSAIN, TAIYAR		JARDIN 9	942	8.531,85 €
948 SURMAN, AARON DANIEL		JARDIN 9	948	241,41 €
967 STUART, DAVID & ALLEN, SALLY A		JARDIN 9	967	609,12 €
969 CHAMBERLAIN, STEVEN PAUL		JARDIN 9	969	586,12 €
978 WALDEN, ELAINE JANET		JARDIN 9	978	545,59 €
998 MITTEN SAINTE MAY, ANDREAS		JARDIN 9	998	9.867,50 €
1009 MANZANERA, ANGEL		JARDIN 9	1009	876,95 €
1010 BALA, LAURA Y RACHEL LOUISE		JARDIN 9	1010	519,12 €
1011 PRIETO HERNANDEZ, JOSE LUIS		JARDIN 9	1011	2.349,44 €
1015 ESPECIALIDADES ALIMENTARIAS FU		JARDIN 9	1015	2.108,79 €
1030 ALCARAZ SANCHEZ, ANGEL		JARDIN 9	1030	5.222,93 €
1039 SERRANO LARGO, M ^a NIEVES		JARDIN 9	1039	663,44 €
4001 ALHAMA GOLF RESORT, S.L.		JARDIN 9	1	2.258,19 €
4002 ALHAMA GOLF RESORT, S.L.		JARDIN 9	2	2.258,19 €
4003 ALHAMA GOLF RESORT, S.L.		JARDIN 9	3	2.258,19 €
1075 GOMEZ MARTIN, JOSE A.		JARDIN 10	1073	332,84 €
1093 EMPIRE REAL ESTATE, S.L.		JARDIN 10	1093	836,33 €
1099 SMITH, RAYMOND & NANCY		JARDIN 10	1099	274,11 €
1100 SMITH, RAYMOND & NANCY		JARDIN 10	1100	232,52 €
1104 EDWARDS, MARTIN JAMES & STELLA		JARDIN 10	1104	3.147,67 €
1142 VALOIS, JEAN LOUIS		JARDIN 10	1143	3.032,90 €
1143 VALOIS, JEAN LOUIS		JARDIN 10	1144	2.480,99 €
1149 DURSEIS, S.L.		JARDIN 11	1149	575,90 €
1162 EMPIRE REAL STATE, S.L.		JARDIN 11	1162	737,17 €

CODIGO / CODE	PROPIETARIO / OWNER	SUBCOMUNIDAD / SUB-COMMUNITY	PUERTA / DOOR	DEUDA / DEBT
1173	EMPIRE REAL STATE, S.L.	JARDIN 11	1171	877,27 €
1176	HEIMLAND, AGE CHARLES	JARDIN 11	1174	463,70 €
1178	ANSWER, BARRY MICHAEL & DENISE	JARDIN 11	1177	562,15 €
1191	ARRIETA VICARREGUI, ITZIAR	JARDIN 11	1190	463,70 €
1200	DENIS VILLANOVA, JULIO CESAR	JARDIN 11	1199	5.739,12 €
1210	JOHNSON, ROBERT IAN	JARDIN 11	1209	890,93 €
1217	KASTELEIJN, CHRISTIAN	JARDIN 11	1216	2.110,38 €
1244	LUCIAÑEZ MARTIN, NICOLASA	JARDIN 11	1243	7.389,42 €
1261	EMPIRE REAL STATE, S.L.	JARDIN 12	1327	908,02 €
1263	AYRES, DANIEL DAVID & JANE CIN	JARDIN 12	1261	296,46 €
1269	PEREZ MORENO, FRANCISCO JOSE	JARDIN 12	1267	2.038,17 €
1282	HALAI, SAMJI MANJI	JARDIN 12	1280	433,31 €
1297	BANCO SABADELL, S.A.	JARDIN 12	1294	2.527,53 €
1304	MURPHY, MICHAEL & ANNE	JARDIN 12	1301	1.951,00 €
1319	STANDELL, SHARON JANET	JARDIN 12	1315	1.909,18 €
1320	STANDELL, SHARON JANET	JARDIN 12	1316	1.608,10 €
1323	GROGAN, DARREN & ROBERTSON, DE	JARDIN 12	1319	1.154,54 €
1334	BELLOCH INVERSIONES 2015, S.L.	JARDIN 12	1332	6.472,85 €
1340	CASSIDY, EAMONN FRANCIS	JARDIN 12	1338	510,32 €
1348	MC DERMOTT, ANNETE	JARDIN 12	1346	507,87 €
1362	DAVISON, IAN JASON	JARDIN 13	1362	1.346,26 €
1378	CAVENEY, CHRISTINE J. Y SHEMEE	JARDIN 13	1378	220,02 €
1401	NIELSEN, LENE SKJOED	JARDIN 13	1433	684,21 €
1406	EMPIRE REAL STATE, SL	JARDIN 13	1443	888,53 €
1409	EMPIRE REAL STATE, SL	JARDIN 13	1449	835,64 €
1411	SCOTT, LUCY MARY	JARDIN 13	1455	6.235,59 €
1415	EMPIRE REAL STATE, SL	JARDIN 13	1471	886,71 €
1419	EMPIRE PROPERTIES SPAIN S.L.U.	JARDIN 13	1481	1.240,01 €
1420	SMEETS, SASCHA PASCALE	JARDIN 13	1491	566,37 €
1421	GROOT,EDWARD CLAUS	JARDIN 13	1492	484,11 €
1422	EMPIRE PROPERTIES SPAIN S.L.U.	JARDIN 13	1494	1.059,33 €
1424	EMPIRE REAL STATE, SL	JARDIN 13	1527	886,71 €
1431	EMPIRE REAL STATE, SL	JARDIN 13	1573	886,71 €
1447	AHMAD, RIYADH Y SHARAN KAMINI	JARDIN 13	1406	265,51 €
1460	LOPEZ ALCOLEA, ANTONIO	JARDIN 13	1427	4.438,56 €
1474	MILLER, CAROL ELLEN	JARDIN 13	1451	4.414,17 €
1488	CUMMINS, ROBERT PAUL Y JACQUEL	JARDIN 13	1470	484,12 €
1489	KELLY, PATRICK PAUL	JARDIN 13	1472	6.361,18 €
1507	MONTORO FERNANDEZ,PEDRO ANTONI	JARDIN 13	1497	585,37 €
1521	UNITED MANAGER BUSINESS SL	JARDIN 13	1511	11.659,22 €
1529	BARA GONZALEZ, VICTOR J.YDANA	JARDIN 13	1519	9.349,54 €
1532	GONZALEZ SAIZ, GLORIA	JARDIN 13	1522	486,86 €
1533	BAREY, NICOLE MARIE LAURE MAUR	JARDIN 13	1524	8.575,11 €
1534	CALIN NAVARRO, MªMAGDALENA Y F	JARDIN 13	1525	286,49 €
1536	McGINTY, FIONA	JARDIN 13	1528	1.206,16 €
1545	ALFONSO MARTIN, SEBASTIAN	JARDIN 13	1537	436,43 €
1553	BLAZQUEZ GARCIA, CARMEN JOSEFI	JARDIN 13	1545	7.624,80 €
1555	PENALBA SABATER, VICENTE ENRIQ	JARDIN 13	1547	9.886,29 €
1562	LOZANO PARRA, IVAN Y LAIA VALL	JARDIN 13	1554	785,17 €
1578	GILL, NICOLA Y DAVID	JARDIN 13	1579	1.393,88 €
1584	MOORRE, OWEN	JARDIN 13	1585	287,29 €
1588	WELLS, WAYNE ANTHONY	JARDIN 13	1589	287,26 €

VOTING GUIDE

Level 2, JARDINES 2 (Level 3, JARDIN 9)

GUIDE to Voting and understanding the Agenda.

This guide is an attempt to make it easier for residents to vote, based on the attached information and reports.

There are many items on the Agenda, so with the information supplied, the aim is that you will have the objective data to enable you to fill in the preceding PDF voting form.

In the event that you have any queries, a meeting will be held the preceding weekend, at 10:00 hours on 3rd February, in order to be able to resolve these. If you are unable to attend, you can raise any questions up to 7th February by sending an email to the Administration.

Finally, and most importantly, you must carry out the voting via the attached autofill PDF and this must be sent together with the proxy form in order to be processed by the Administration before 15:00 hours on 8th February.

The ultimate goal is for the meeting to be as friendly and efficient as possible.

Many thanks for your understanding, and we hope to fulfil your future expectations.

LEVEL 1 JOINT COMMUNITY ITEMS

President's report. Supplementary reports (Page 1-3)

1. **Voting item.** - Approval and settlement of accounts for the Level 1 Joint Community for the 2017 financial year. The 2017 financial year includes the Community fees for the Showroom and Access Gates components for the last three financial years 2015/2016/2017.

You should check the **Financial Report** (page 4), cash flow (page 5), the comparative financial situation (page 6), the summary and balance reconciliation (page 7) and the list of non-current accounts involved (page 8). With this data you must decide whether you are in favour, against, or wish to abstain.

2. *Information.* - Update on painting and voids programme. Joint planning.

Supplementary reports. - Painting (page 4-6) and Voids (page 7-9)

3. *Information.* - Cleaning service on Penthouses.

Information in the AGM.

4. *Information.* - Implementation of water-saving measures:

- a) New water intake pipe from the desalination plant.
- b) Implementation of the landscape project on the outer ring.

Supplementary reports (page 10-11)

5. **Voting item.** - Proposal regarding gardening and rubbish collection. Vote to authorise the Management Board to negotiate a modification to the contract with STV under the following terms:

- 1.- That this new agreement will not include an extension to the duration of the current contract.
- 2.- That this new agreement will not involve an increase in current costs.
- 3.- That this new agreement includes the landscape remodelling of the outer ring, enabling reduction in water consumption, in exchange for an acceptable service reduction for the remaining duration of the contract.

This agreement is essential for better management of our natural heritage, for immediate savings in water and for savings in future maintenance.

The information comes from the preceding item and you will have to vote on whether you agree, you do not agree, or you wish to abstain.

6. *Security systems.*

Supplementary reports (page 12)

The Security committee has studied the possibilities of reducing expenses on the Complex. As well as deciding that the entrance gate to La Isla should only be guarded by auxiliaries, as indicated in the community statutes, it has been decided that all of the options suggested are possible and legally acceptable, therefore residents must decide on the items detailed below.

6.1) **Voting item.** - Approval, if applicable, for one of the following options:

- a) Reduce security services at the rear gate (Alcanara), to reduce costs improve security surveillance in the Resort.
- b) Maintain the current arrangements.

6.2) **Voting item.** - If you have voted for option A, please voted for one of the following options:

- a) Closure of the Alcanara gate for 6 months a year, from November until Easter (current estimated saving €3,550 /month).
- b) Night-time closure of the Alcanara gate, from 11pm until 7am all year (current estimated saving €2,520 /month).
- c) A combination of A and B.

6.3) **Voting item.** - Approval, if applicable, of the new security protocol.

In October a security protocol was put in place with various changes that the Management Board would like to be ratified by owners.

Supplementary reports (page 15)

6.4) **Voting item.** - Approval, if applicable, of the Resort speed camera protocol.

Supplementary reports (page 13-14)

6.5) **Voting item.** - Approval for a full-time vigilant on Cañadas gate.

This is needed due to the proposed changes explained in the reports.

7. **Information.** - Energy audit, ways of saving money.

Supplementary reports (page 16-17)

8. **Voting item.** - Vote to proceed with a complete external audit of the 2014/2015/2016/2017 (up to June) accounts.

Many residents have expressed the need to carry out a complete and full audit of the last 3 years. The estimated cost of this work would be around €12,000. You should vote on whether you deem it appropriate to carry this out, you do not, or you prefer to abstain.

9. **Voting item.** - Proposal to ratify the hiring of the Lawyer Mr. José Montoya del Moral for permanent legal advice.

There are doubts whether the contracts signed by the Community with its suppliers have been beneficial so far. The aim is to get the best legal advice possible on the new contracts to be signed, as well as having the necessary support when dealing with Public Administrations, and not incurring extra costs for expenses generated by debtor claims.

10. **Voting item.** - Approval of the expenses budget for the 2018 financial year. -

The proposed budget includes the Showroom and Access Gates components; telecommunications expenses are applied in equal parts to the number of properties, premises... in each plot, and administrative expenses by the corresponding coefficient.

You should check the **Financial Report** (page 32), the comparative budget (page 33) and the allocation for this (page 34). With this data you must decide whether you are in favour, against, or wish to abstain.

11. *Information. - Regulation of internal rules.*

Information at the AGM.

LEVEL 2 COMMUNITY ITEMS

President's report (PAGE 42)

12. **Voting item.** – *Approval and settlement of accounts for the 2017 financial year.*

You should check the **Financial Report** (page 19-20), cash flow (page 21), the comparative financial situation (page 22), the summary and balance reconciliation (page 23) the list of non-current accounts involved (page 24), and the level 3 accounts (page 27). With this data you must decide whether you are in favour, against, or wish to abstain.

13. *Debtor balances on 31st December 2017:*

- a) **13.1. Voting item.** - Liquidation of debtor balances and approval of settlements made. Approval for legal claims for debtor balances. Approval to authorise the President of the General Community to grant powers to attorneys and lawyers.

This is a very important item as approval of this item allows us to make immediate claims for the fees approved in the Meeting and recover the amounts owed to the Community. The 3 items will be voted on at the same time as they concern important legal requirements for possible legal claims.

13.2. Voting item. - Approval, if applicable, not to allow residents with debts greater than €600 to have Access to non-essential Community IT services and automatic access to the Resort.

Supplementary reports (page 19)

These two measures are currently being taken against debtors, but they need to be approved in a General Meeting in order to be implemented correctly. The aim is to withhold essential services from debtors.

13.3. Voting item. - Approval, if applicable, not allow properties in debt to access the pool areas.

13.4. Voting item. - Approval, if applicable, for the protocol for debt collection.

Supplementary reports (page 26-40)

14. **Voting item.** - Expenses budget for the 2018 financial year.

14.1 Voting item. - Vote to apply monthly community payments.

Monthly payments being for smaller amounts, this will reduce returns and non-payments and will make control easier.

14.2 Voting item. – Vote to include early payment discounts.

This measure is of vital importance. It will allow those owners who pay correctly and on time to have a discount on the approved fee. In order to benefit from this measure, you will need to be up-to-date with your Community fees, and moreover not contravene the speed limits set inside the Resort. If you pay by direct debit, the payment taken will already have the discount deducted from it. Moreover, this measure facilitates legal claims if necessary.

14.3 Voting item. - Approval of the expenses budget for the 2018 financial year.

You should check the **Financial Report** (page 37), the proposed Level 2 budget (page 38) and the Level 3 budget (page 39). With this data you must decide whether you are in favour, against, or wish to abstain.

15. Voting item. – *Limitations on payments by the Presidents:*

- a) Maximum payments of €20,000 for Level 1.*
- b) Maximum payments of €5,000 for Level 2.*

In this item it is intended that Community Presidents will have maximum amounts for which they can implement improvements which have not been approved by the Annual General Meeting. You will need to vote in favour, against, or abstain.

16. Voting item. – Upcoming Annual Meetings. -

Vote to approve one of the following options:

OPTION A) Annual Meetings in February, with a joint Level 3 meeting and an owner's information meeting in summer.

OPTION B) Annual Meetings in summer.

The Management Board has decided to recognise the support it has from residents for holding Annual Meetings in February, including, in summer, 2 meetings, one with all Level 3 Presidents, and another informative Q&A meeting with all residents as was held in August 2017.

The second option is to change the Annual Meetings to the summer months. Supplementary report (page 20).

17. Voting item. – Election of the Level 3 Management Board.

Residents of each Level 3 subcommunity will decide the President who will represent them during this 2018 financial year. You will need to choose your vote from among the candidates presented, which in your case are:

JARDIN 9 CANDIDATES

JOSE LUIS GIL MENDEZ - CANDIDATE LEVEL 3 PRESIDENT - JARDINES 2 J9

· **PROPERTY: J1034**

LUIS JAVIER GARRIDO LARIA - CANDIDATE LEVEL 3 PRESIDENT - JARDINES 2 J9

· **PROPERTY: J1029**

18. **Voting item.** – Election of the Level 2 Management Board.

At this point the meeting will take a 15-minute recess, where the newly-elected Presidents will appoint the level 2 President who will represent them at Level 1 meetings, as well as in Urban Entity meetings.

19. **Voting item.** – Election of the Secretary-Administrator.

You will need to look at the candidate proposed by the Management Board, and the reasons for this choice, in the Report (page 21), and vote on whether you agree, do not agree, or wish to abstain.

20. **Voting item.** – Approval, if applicable, for the Secretary-Administrator to be able to act as the representative of the Community of Owners when dealing with Public Administration.

Important for representing the Community against Public Administrations.

21. **Voting item.** – Vote to agree on how to make the best use of bank accounts:

a) Joint proposal. -

- Close the BMN Level 1 and Level 2 accounts.
- Open an account with Cajamar as an operating account.
- Keep the account with Banco Sabadell as a support account in order to comply with regulations for recovery of balances in the event of bank insolvency.

The aim of these three measures is to make the best use of resources and reduce bank costs. There are banks which are more specialised in the development of Communities and this is the reason for the change from BMN to Cajamar.

22. **Voting item.** – Vote to agree on how to optimise payment methods:

a) Joint proposal. -

- Payments to fixed suppliers and budgeted amounts will be made by direct debit.

- Other payments must be made with the knowledge and written approval of the corresponding President.
- Funds can be made available, and transfer payments made, by either the Secretary-Administrator or by the President of each Community.
- Payments above €3,000 will be made by promissory note signed by the Secretary-Administrator and by the corresponding president.

With these 4 proposals all existing expenses will be endorsed and approved by the Presidents or Boards responsible, but direct payment will be facilitated in such a way that it does not depend on several people. Making current payments by direct debit enables the Community to operate more efficiently by having up to 60 days to return the payment if necessary. This is about using habitual methods in the management of Residential Complexes. You must vote on whether you are in favour, against, or wish to abstain.

23. **Voting item.** – Sports activities. Authorisation to perform aquatic gymnastics activities in pools, maximum 1 hour per day.

This vote will regularise the problem occurring last year, in such a way that each Level 2 Community will decide on the use of its resources.

LEVEL 3 COMMUNITY ITEMS

24. **Voting items.** – Sports activities. *Authorisation to carry out activities in the Subcommunity's landscaped areas that promote healthy living, such gymnastics, pilates, yoga, maximum 1 hour per day.*

Same as the previous item.

25. **Voting items.** - Extraordinary works Jardín 13.

- 25.1 **Voting item.** - Pool fence in Jardín 13 (estimated quote €2,300 + VAT).

It has been proposed to carry out this work in order to extend the inner area. Level 3 owners in Jardín 13, who are directly affected, must vote on this.

URBAN ENTITY ITEMS

President's report.

26. **Voting item.** – Approval and settlement of accounts for the 2017 financial year.

You should check the **Financial Report** (page 11), cash flow (page 12-13), the comparative financial situation (page 14), the summary and balance reconciliation (page 15), and the list of non-current accounts involved (page 16). With this data you must decide whether you are in favour, against, or wish to abstain

27. *Information.* - Update on progress with security. Collaboration with local Police.

Information in the Annual Meeting.

28. **Voting item.** – Approval of the expenses budget for the 2018 financial year.

The proposed budget suggests removing expenses which are solely for the inner ring from plots on the outer ring.

You should check the **Financial Report** (page 33) and the comparative budget (page 34 and 35). With this data you must decide whether you are in favour, against, or wish to abstain.

29. **Voting item.** – Location of the market.

This is about regularising another problem from last summer and you should decide between Option A) locating the market on the inner ring, or Option B) locating the market on the outer ring.

30. **Voting item.** - Community subsidy for the annual party in the Complex.

30.1 Voting item. – If you vote yes, please choose one of the following options:

- a) €2500
- b) €5000

The parties held in the Complex are a way of facilitating coexistence and socialising among all members of the resort. Last year (2017) there was no direct cost for the Community, but this makes it difficult to carry out activities which could be of interest to children and adults.

In the first vote you will be asked if you are willing to allocate a budget item for the fiestas, and if you vote yes, you will have to choose between the two following options:

OPTION A: An annual contribution of €2,500.

OPTION B: An annual contribution of €5,000.

- 31 *Information.* - New park outside La Isla.

Information in the AGM

- 32 **Voting item.** – Fenced area for dogs in the new park up to €2,500. These funds will be initially requested from the Council.

The new park which has just been incorporated into the Urban Entity allows for various uses. The possibility has been raised of fencing off part of it for the use of dogs in the Community.

- 33.- *Information.* – Community pharmacy.

Supplementary information (page 41).

- 34.- *A.O.B.*