



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 **NARANJOS 1 CONDADO DE ALHAMA PRIVATE PROPERTY COMPLEX**, located in Alhama de Murcia (Murcia) on **SUNDAY, 11TH FEBRUARY 2018** at 15:00 hours in first summons and 16:00 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 applicable, 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 2014/2015/2016/2017 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.

15. **Voting item.** - Approval, if applicable, of an extraordinary payment to reduce the accumulated deficit of the Community. This extraordinary fee will be reviewed at the end of the financial year.

15.1. **Voting item.** - If you vote yes, please choose one the following proposals:

a) 10% of the budget.

b) 5% of the budget.

16. **Voting item.** - Approval, if applicable, for limitations on extraordinary expenses by Presidents:

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

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

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

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

OPTION b) Annual Meetings in summer.



18. **Voting item.** - Election of the Level 3 Management Board.
19. **Voting item.** – Election of the Level 2 Management Board.
20. **Voting item.** – Election of the Secretary/Administrator.
21. **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.
22. **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.
23. **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.
24. **Voting item.** - Sports Activities. Authorisation to perform aquatic gymnastics activities in pools, maximum 1 hour per day.

LEVEL 3 COMMUNITY ITEMS

25. **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.

URBAN ENTITY ITEMS

President 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

IAN WHYTE



DEUDORES NARANJOS 1 (DEUDAS MAYORES DE 100€) A 31 DE DICIEMBRE DE 2017
DEBTORS NARANJOS 1 (DEBTS OVER €100) TO DATE 31 OF DECEMBER OF 2017

CODIGO / CODE	PROPIETARIO / OWNER	SUBCOMUNIDAD / SUB-COMMUNITY	PUERTA / DOOR	DEUDA / DEBT
103	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	103C	6.705,15 €
104	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	104D	6.705,15 €
111	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	113C	6.705,15 €
113	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	115E	6.705,15 €
114	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	116F	6.705,15 €
115	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	117G	6.705,15 €
119	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	123C	6.705,15 €
121	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	125E	6.705,15 €
123	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	127G	6.705,15 €
124	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	128H	6.705,15 €
129	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	135E	6.705,15 €
132	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 1	138H	6.705,15 €
201	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 2	201A	6.374,06 €
202	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 2	202B	6.374,06 €
213	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 2	211A	6.374,06 €
219	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 2	217G	6.374,06 €
222	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 2	224D	6.374,06 €
223	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 2	226F	6.374,06 €
225	SHARMA, SANJAY	PENTHOUSE 2	231A	587,57 €
229	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 2	235E	6.374,06 €
301	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 3	301A	5.764,90 €
309	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 3	311A	5.764,90 €
324	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 3	328H	5.764,90 €
325	PROLOG INTERNATIONAL	PENTHOUSE 3	331A	897,53 €
328	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 3	334D	5.764,90 €
329	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 3	335E	5.764,90 €
330	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 3	336F	5.764,90 €
331	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 3	337G	5.764,90 €
332	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 3	338H	5.764,90 €
401	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	401A	6.243,68 €
402	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	402B	6.243,68 €
403	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	403C	6.243,68 €
404	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	404D	6.243,68 €
405	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	405E	6.243,68 €
406	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	406F	6.243,68 €
409	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	408H	6.243,68 €
416	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	418H	6.243,68 €
417	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	421A	6.243,68 €
421	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	425E	6.243,68 €
425	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	431A	6.243,68 €
426	COLLINS, SANDRA & PETER JAMES	PENTHOUSE 4	432B	635,51 €
428	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	434D	6.243,68 €
430	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	436F	6.243,68 €
431	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 4	437G	6.243,68 €
502	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 5	502B	6.261,35 €
505	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 5	505E	6.261,35 €
507	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 5	507G	6.261,35 €
512	ABANCA CORPORACION DIVISION IN	PENTHOUSE 5	514D	1.183,96 €
518	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 5	522B	6.261,35 €
519	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 5	523C	6.261,35 €
521	CARVALHO, SHAUN AARON & CELIA	PENTHOUSE 5	525E	486,92 €

CODIGO / CODE	PROPIETARIO / OWNER	SUBCOMUNIDAD / SUB-COMMUNITY	PUERTA / DOOR	DEUDA / DEBT
523	OTERO FERRERO, JAVIER	PENTHOUSE 5	527G	1.388,62 €
526	LIENART, CEDRIC ANDRE R.	PENTHOUSE 5	532B	1.595,40 €
527	COPPIETERS, OLIVIER PIERRE S.	PENTHOUSE 5	533C	536,07 €
528	CRUYSMANS, GAEL ROGER C	PENTHOUSE 5	534D	500,22 €
530	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 5	536F	6.261,35 €
613	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 6	615E	6.261,35 €
702	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 7	702B	6.261,35 €
715	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 7	717G	6.261,35 €
717	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 7	721A	6.261,35 €
720	POLARIS WORLD REAL ESTATE, S.L	PENTHOUSE 7	724D	6.261,35 €
723	CHANCE, RONALD ALBERT	PENTHOUSE 7	727G	3.432,09 €
2567	CROARKIN, IAIN Y LEEANNE	NARANJOS 7	567	2.701,54 €
2572	SHORTMAN, BRADLEY	NARANJOS 7	572	1.061,57 €
2580	THIERNEY, STEPHEN JOAN PAUL Y	NARANJOS 7	580	283,60 €
2586	POLARIS WORLD REAL ESTATE S.L.	NARANJOS 7	586	6.635,45 €
2602	POLARIS WORLD REAL ESTATE S.L.	NARANJOS 7	602	6.635,45 €
2604	WILLIAMS, DARREN JOHN	NARANJOS 7	604	3.832,71 €
2606	GIBBONS, RUAIRI SEAN	NARANJOS 7	606	10.089,28 €
2616	WEISS, ROGER & NADINE JANE STE	NARANJOS 7	616	268,71 €
2617	HIRA, SURINDER SANDHU	NARANJOS 7	617	954,78 €
2618	HIRA, SURINDER SANDHU	NARANJOS 7	618	815,67 €
2619	FREIRE PEREZ DE JUAN, M ^a LUISA	NARANJOS 7	619	1.686,41 €
2621	POLARIS WORLD REAL ESTATE SL	NARANJOS 7	621	7.659,92 €
2636	LISON MARIN, EUSEBIO	NARANJOS 7	636	1.430,68 €
2644	PRICE, STEPHEN	NARANJOS 7	644	1.495,39 €
2652	RUIZ CABEZAS, ERNESTO	NARANJOS 7	652	805,11 €
2671	MATEO GIMENEZ, DIEGO	NARANJOS 7	671	7.548,43 €
2672	MATEO GIMENEZ, DIEGO	NARANJOS 7	672	6.872,95 €
2686	MARTINEZ CATALAN, MARIA MAR	NARANJOS 7	686	4.000,21 €
2687	POLARIS WORLD REAL ESTATE S.L.	NARANJOS 7	687	7.659,92 €
2689	CROXON, MARTIN JOHN	NARANJOS 7	689	7.717,47 €
2690	FELIHO, BERNARDETTE	NARANJOS 7	690	5.606,03 €
2692	POLARIS WORLD REAL ESTATE S.L.	NARANJOS 7	692	6.635,45 €
2693	CRILLY, JAMES	NARANJOS 7	693	2.165,26 €
2694	POLARIS WORLD REAL ESTATE SL	NARANJOS 7	694	6.635,45 €
2700	START, MARY ELIZABETH & WREN,	NARANJOS 8	700	466,45 €
2701	IBAÑEZ MANZANERA, ANDRES & ISA	NARANJOS 8	701	4.408,67 €
2708	POLARIS WORLD REAL ESTATE S.L	NARANJOS 8	708	7.089,70 €
2714	MANDEVILLE, KRISTY LOUISE	NARANJOS 8	714	2.238,91 €
2716	GRIFFIN, SIMON & CARR, DEBORAH	NARANJOS 8	716	1.466,77 €
2727	KELLY, PATRICK J.	NARANJOS 8	727	7.957,36 €
2728	KELLY, PATRICK J.	NARANJOS 8	728	6.660,62 €
2743	GALLEGO FUENTES, AFRICA&FRANCI	NARANJOS 8	743	1.634,20 €
2744	GALLEGO FUENTES, AFRICA&FRANCI	NARANJOS 8	744	1.354,56 €
2757	ALCANTARA CURIEL, ANTONIO	NARANJOS 8	757	1.909,63 €
2764	HEGELSTAD, ERIK	NARANJOS 8	764	4.123,70 €
2767	BONAQUE GOMEZ,JOSE&MANUEL&ALVE	NARANJOS 8	767	621,34 €
2779	NUÑEZ CAMACHO, PASCUAL	NARANJOS 8	779	827,08 €
2780	GLOMNES, NORUNN KARIN VIKEN	NARANJOS 8	780	868,18 €
2781	FERRIS, MARTIN CHRISTOPHER	NARANJOS 8	781	652,06 €
2793	CONSTRUCCIONES Y REFORMAS LA C	NARANJOS 8	793	13.099,13 €
2810	MADELOSO, ANGELA	NARANJOS 8	810	4.416,61 €
2816	ELLIS, JOHN & ELISABETH	NARANJOS 8	816	521,13 €
2817	BULL, GAVIN	NARANJOS 8	817	676,95 €
2819	AMATT, MARK A.	NARANJOS 8	819	623,77 €

CODIGO / CODE	PROPIETARIO / OWNER	SUBCOMUNIDAD / SUB-COMMUNITY	PUERTA / DOOR	DEUDA / DEBT
2820	MARSHALL, LEE JONATHAN & GEMMA	NARANJOS 8	820	4.547,55 €
3092	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA2	092	15.457,20 €
3093	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA2	093	15.457,20 €
3094	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA2	094	15.457,20 €
3098	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA2	098	16.441,83 €
3099	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA2	099	16.196,30 €
3253	SANCHEZ FERNANDEZ, ALFONSO	VILLAS JANA11	269	10.244,74 €
3257	FERLA, MASSIMO	VILLAS JANA11	268	2.108,24 €
3259	BANCO MARE NOSTRUM	VILLAS JANA11	271	3.320,39 €
3265	BASKIN, CHRISTOPHER RANDALL	VILLAS JANA11	255	10.320,76 €
3268	GREGG, STEPHEN JOHN ALEXANDER	VILLAS JANA11	260	1.339,43 €
3270	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA11	252	15.559,80 €
3271	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA11	256	15.484,06 €
3272	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA11	257	15.484,06 €
3273	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA11	262	17.454,15 €
3274	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA11	263	17.454,15 €
3275	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA11	264	17.454,15 €
3276	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA11	266	15.597,79 €
3277	POLARIS WORLD REAL ESTATE, S.L	VILLAS JANA11	267	15.597,79 €

VOTING GUIDE

PENTHOUSE 1

NARANJOS 1

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 31), the comparative budget (page 32) and the allocation for this (page 33). 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), cash flow (page 21), the comparative financial situation (page 22), the summary and balance reconciliation (page 23) and the list of non-current accounts involved (page 24). 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 39), the proposed Level 2 budget (page 40) and the Level 3 budget (page 42). With this data you must decide whether you are in favour, against, or wish to abstain.

15.- **Voting item.** – *Extraordinary payment to reduce the accumulated deficit of the Community.*

Vote on the following proposals: 10% or 5% of the budget.

As you will have seen in the financial report and in the budget, your Community has generated a significant deficit in the last few years. In order to meet pending payments, it would be necessary to take this extraordinary payment, as being of the greatest importance you would consider possible, with the aim of cleaning up the accounts and being able to meet expenses. You will firstly need to vote on whether you consider the proposed extraordinary payment necessary and if vote yes, you will have to choose between Option A) a payment of 10% of the 2018 budget, or Option B) 5% of the same.

16. **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.

17. **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).

18. **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 is:

PENTHOUSE 1 CANDIDATES

JOHN STUTTARD - CANDIDATE LEVEL 3 PRESIDENT – NARANJOS 1 P1

• PROPERTY: P114D

We have been owners since October 2008 and observed the resort growing from inception to a thriving resort with much more potential. Last year I was the L3 president for Penthouse 1 by default, which has been an informative experience given all the changes that have gone on. Hopefully this year I can improve my communication with all Penthouse 1 owners now that the new web site has just gone live.

Regards

John

19. **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.

20. **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.

21. **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.

22. **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.

23. **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.

24. **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

25. **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.

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 35) and the comparative budget (page 36 and 37). 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.*