

# Condominium Project Questionnaire

## Section A: Contact Information

1	<b>Complete Legal Name of Project:</b> SimpliCITY Condominium Association		
2	<b>Requested Property Address:</b> 4600 Happy City Drive #111, Phoenix, AZ, 85015		
3	<b>Association IRS Tax Identification Number:</b>		
4	<b>Other Names Associated with Project:</b>		
5	<b>Association Contact Name:</b> Community Manager, CAAM		
6	<b>Association Contact Phone Number:</b> (602) 437-4777, ext. XXXX		
7	<b>Association Address</b>	<b>Address Line 1:</b> 4645 East Cotton Gin Loop	
		<b>Address Line 2:</b>	
		<b>City:</b> Phoenix	<b>State:</b> AZ
8	<b>Association Contact Email Address:</b> community.manager@cityproperty.com		
9	<b>Association Contact Fax Number:</b> (602) 437-4770		
10	<b>Association Website:</b>		
11	<b>Master Association Name:</b> <i>No Master Association</i>		
12	<b>Does the contract between the association and the management company have a termination provision that requires a penalty payment of advance notice of termination of more than 90 days?</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No	
13	<b>Management Company Name:</b> City Property Management Company		
14	<b>Management Company IRS Tax Identification Number:</b> 86-0370809		
15	<b>Management Company Contact Name:</b> Community Manager, CAAM		
16	<b>Management Company Phone Number:</b> (602) 437-4777, ext. XXXX		

## Section B: Project Status

1	<b>Is the project 100% complete, including all units, common elements, buildings, amenities, facilities, and phases?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
2	<b>What year was the project completed?</b> 2010	
3	<b>Describe the items that need to be completed including additional phasing and add-ons:</b> N/A	
4	<b>Is the project a conversion of an existing building?</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No
5	<b>Date conversion was 100% complete:</b> N/A	
6	<b>Was the conversion a full gut-rehabilitation (renovation down to the shell with replacement of all HVAC and electronic components)?</b>	N/A
7	<b>What was the original purpose of the building?</b> N/A	
8	<b>Has control of the association been turned over to unit owners?</b>	<input type="radio"/> Yes <input checked="" type="radio"/> No
9	<b>Specify the date the developer transferred control:</b> N/A	
10	<b>What is the anticipated future date for control to be transferred to unit owners?</b> <Unknown>	
11	<b>Have at least 90% of the total units in the project been conveyed to the unit purchasers?</b>	<input checked="" type="radio"/> Yes <input type="radio"/> No
12	<b>How many units are retained by the developer?</b> 0	

## Section C: Established Project

<b># of Buildings</b>	<b># of Units Sold &amp; Closed (initial sales only)</b>	<b># of Units Not Yet Sold &amp; Closed (initial sales only)</b>	<b>Total # of Units</b>
3	111	0	111
<b>Of the Total # of Units, how many units are:</b>			
<b># Owner Occupied</b>			111
<b># Second Home</b>			0
<b># Rented</b>			0
<b># Other (include in-state offsite addresses)</b>			0
<b># Other (include out-of-state offsite addresses)</b>			0

## Section D: Project Phase Details

Legal Phases			Building Status		Units Status		Sales by Developer			Unit Occupancy			
Legal Phase Number or Name for each phase of the Project	Row with "X" denotes the phase where the subject unit is located	Current Status of each Legal Phase	# of Buildings Complete	# of Buildings Planned or in progress	# Units Complete	# Units Planned	# Units for Sale by Developer	# Units sold and closed	# Units under contract not yet closed	# Units rented	# Units as 2nd Homes	# Units Primary Residence	# Other Units - Status Unknown
SIMPLICITY	X	Complete	3	0	0	0	0	111		0	0	111	0

## Section E: Project Type

1	Does the project include units that are not real estate such as ANY houseboats or floating homes?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2	Does the project include ANY manufactured housing units?	<input type="radio"/> Yes <input checked="" type="radio"/> No
3	Is the project comprised solely of detached, 1-unit dwellings?	<input type="radio"/> Yes <input checked="" type="radio"/> No
4	Does the project allow unit owners to hold title to multiple units with a single deed?	<input type="radio"/> Yes <input checked="" type="radio"/> No
5	Is unit ownership characterized and promoted as investment opportunity, or does property have documents on file with the SEC?	<input type="radio"/> Yes <input checked="" type="radio"/> No
6	Does a corporation or trust hold title and sell shares of stock, which represent the value of a single unit? (Cooperative Project):	<input type="radio"/> Yes <input checked="" type="radio"/> No
7	Is the project or building owned by individuals and tenants-in-common or in which owners or the association have an undivided interest in the building and land, with the right to occupy a specific unit? (Common Interest Apartment):	<input type="radio"/> Yes <input checked="" type="radio"/> No
8	Is the condominium project located within a Planned Unit Development?	<input type="radio"/> Yes <input checked="" type="radio"/> No
9	Is the project (either the sub association or master association if applicable) a Continuing Care Retirement Community or Life Care Facility where residents sign long-term contracts for housing, medical, assisted-living and other related services?	<input type="radio"/> Yes <input checked="" type="radio"/> No
10	Are there ANY "live-work" units in the project? (unit with both residential and commercial/office):	<input type="radio"/> Yes <input checked="" type="radio"/> No
11	Does the project contain timeshares, fractional ownership or segmented ownership?	<input type="radio"/> Yes <input checked="" type="radio"/> No
12	Is the project subject to leasehold (land is rented)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
13	Do the unit owners have an undivided fee simple interest in the land on which the project is located?	<input checked="" type="radio"/> Yes <input type="radio"/> No
14	Is the project zoned legal nonconforming?	<input type="radio"/> Yes <input checked="" type="radio"/> No
15	If yes to the last question, and if the project were destroyed, does the land zoning permit a new project to be rebuilt to encompass the same number of units?	N/A

## Section F: Ownership Rights

1	Does this project limit the owner's ability to occupy their unit?	<input type="radio"/> Yes <input type="radio"/> No
2	Do unit owners have the right to occupy the unit only for a specific period of time each year?	<input type="radio"/> Yes <input type="radio"/> No
3	Does the project have mandatory rental pooling agreements requiring unit owners to rent units or give management control over occupancy of units?	<input type="radio"/> Yes <input type="radio"/> No
4	Does the project have voluntary rental pooling agreements requiring unit owners to rent units or give management control over occupancy of units?	<input type="radio"/> Yes <input type="radio"/> No
5	Are owners obligated to rent units on a seasonal, monthly, weekly or daily basis?	<input type="radio"/> Yes <input type="radio"/> No
6	Do unit owners have sole ownership and rights to project facilities and common areas?	<input type="radio"/> Yes <input type="radio"/> No
7	Are any project facilities (parking, recreational areas) leased to the association?	<input type="radio"/> Yes <input type="radio"/> No

## Section G: Services and Features

1 Does the project or units have any of the following services or features?			
a Registration Services	<input type="radio"/> Yes <input type="radio"/> No	g Daily cleaning/maid service	<input type="radio"/> Yes <input type="radio"/> No
b Central/master phone system	<input type="radio"/> Yes <input type="radio"/> No	h Central key system	<input type="radio"/> Yes <input type="radio"/> No
c Room service	<input type="radio"/> Yes <input type="radio"/> No	i Interior doors adjoining separate units	<input type="radio"/> Yes <input type="radio"/> No
d Locking closets, cabinets, safes, mini-bars	<input type="radio"/> Yes <input type="radio"/> No	j Restrictions on interior decorating	<input type="radio"/> Yes <input type="radio"/> No
e Hotel within the building, project or master association	<input type="radio"/> Yes <input type="radio"/> No	k Units with less than 400 square feet	<input type="radio"/> Yes <input type="radio"/> No
f Tour booking services	<input type="radio"/> Yes <input type="radio"/> No	l Short term rentals (30 days or less)	<input type="radio"/> Yes <input type="radio"/> No
2 Are owners required to purchase mandatory memberships (golf, social, or recreational facility) owned by an outside party, including the developer or builder?			<input type="radio"/> Yes <input type="radio"/> No
a. If Yes, describe the fees associated with the mandatory membership and to whom they are paid:			
3 How many parking spaces are available for exclusive use by unit owners and visitors? 200			

## Section H: Commercial Space

1	Does the project or building in which the project is located contain any commercial, mixed use, or non-residential space?	<input type="radio"/> Yes <input type="radio"/> No
a	If Yes, what is the total square footage of the commercial, mixed use or non-residential space in the project or the building in which the project is located? 2500 sq ft	
b	What is the total square footage of the project or the building in which the project is located? 28000 sq ft	
c	What is the percentage of non-residential space? 8.00%	
d	Describe the type of commercial, mixed use or non-residential space: Flower Shop and Cafe	

## Section I: Additional Project Details

Litigation, Mediation, Arbitration	
1	Is the association or developer named as a plaintiff or defendant to any pending dispute or litigation with regard to this association? Answer No if the association is only named as a plaintiff in a foreclosure action or an action to recover past due association fees. <input type="radio"/> Yes <input type="radio"/> No

Deed Restrictions / Right of First Refusal	
<b>2 Is the project subject to any of the following deed restrictions that survive foreclosure?</b>	
<b>a Affordable Housing?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>b Age Restriction?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>c Resale Price?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>d Other Restriction?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>3 Do the project's legal documents or bylaws restrict a unit owner's ability to sell a unit or transfer ownership, including but not limited to right of first refusal?</b>	<input type="radio"/> Yes <input type="radio"/> No

Single Entity Ownership	
<b>4 Does any person or entity own more than 10% of the total units in the project? Note: Does not include units owned by the developer that are vacant and actively marketed for sale. Does include units owned by the developer that are currently subject to lease arrangement.</b>	<input type="radio"/> Yes <input type="radio"/> No

Adverse Environmental Factors	
<b>5 Does the association have any knowledge of any adverse environmental factors affecting the project as a whole or as individual units?</b>	<input type="radio"/> Yes <input type="radio"/> No
If Yes, please explain:	

## Section J: Insurance Information

<b>1 Is hazard insurance in place to cover 100% of the replacement cost of the project improvements, including the individual units?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>2 Is the deductible amount less than or equal to 5% of the replacement cost?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>3 Does the association property hazard insurance cover the interior fixtures of the units, including walls, cabinetry, flooring, appliances, etc?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>4 Are the unit owners responsible for obtaining HO-6 Insurance Policy?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>5 Are the unit owners required to obtain an HO-6 Insurance Policy?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>6 Does the association maintain liability coverage of at least \$1 million per occurrence?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>7 Is any building or common improvement of the project located in a flood zone?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>a If Yes, is flood insurance in place that covers 100% of the replacement cost of the insurable value or the maximum insurance available from the National Flood Insurance Program?</b>	N/A
<b>8 Does the project contain more than 20 units?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>a If Yes, is fidelity insurance in place to meet state law requirements?</b>	<input type="radio"/> Yes <input type="radio"/> No
<b>9 Coverage provided by insurance policies held by the HOA: Policy #3942-59549: General Liability, Property Insurance Company: The Charter Oak Fire Insurance Insurance Agent: American Family Insurance, Email: , Phone: 480-929-9020</b>	

## Section K: Financial Information

Financial Controls
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1	Does the HOA or Management Company maintain separate bank accounts for the operating account and the reserves?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2	Does the bank send account statements directly to the HOA?	<input type="radio"/> Yes <input checked="" type="radio"/> No
3	Does the management company maintain separate records and bank accounts for each owners association that uses its services?	<input type="radio"/> Yes <input checked="" type="radio"/> No
4	Is the management company prohibited from drawing checks on or transferring funds from the HOA's reserve fund without board approval?	<input type="radio"/> Yes <input checked="" type="radio"/> No
5	Are two (2) signatures required for any check written on the reserve account?	<input type="radio"/> Yes <input checked="" type="radio"/> No

<b>Income and Budget</b>		
1	Total income budgeted this year from all sources	\$299,700.00
2	Total income budgeted this year from association dues, not including special assessments	\$299,700.00
3	Does the association operate/own any businesses?	No
4	Do the units have separate metering?	<input type="radio"/> Yes <input checked="" type="radio"/> No
a	If No, specify any exceptions:	<None>
b	If No, does the project budget include adequate funding for utility payments?	N/A

<b>Reserves</b>		
1	Total Reserves budgeted for the year:	\$67,699.56
2	Does the association have a reserve plan and a reserve fund to address deferred maintenance and fund major repairs and replacements?	<input type="radio"/> Yes <input checked="" type="radio"/> No
3	What is the current amount in the operating fund?	\$58,787.48
4	What is the current amount in separate reserve fund?	\$727,880.95
5	Is the reserve fund kept separate from the operating account?	<input type="radio"/> Yes <input checked="" type="radio"/> No

<b>Special Assessments</b>		
1	Are there any special assessments pending or currently collected within the association?	<input type="radio"/> Yes <input checked="" type="radio"/> No

<b>Delinquent Dues Information</b>		
1	If a unit is taken over in foreclosure or deed in lieu of foreclosure, what is the maximum number of months of delinquent association fees for which the lender is responsible?	12 months

# Units with Association Dues 30-59 Days Late	# Units with Association Dues 60-89 Days Late	# Units with Association Dues 90+ Days Late	Minimum Monthly Association Dues	Maximum Monthly Association Dues
0	0	11	\$225.00	\$225.00

2	What is the total amount of delinquent funds that are 30+ days overdue?	\$11,595.00
3	If there are delinquent dues, does the association have a collection plan in place?	<input type="radio"/> Yes <input checked="" type="radio"/> No
a	If yes, is the association actively working on the collection plan?	<input type="radio"/> Yes <input checked="" type="radio"/> No
4	Have any delinquent units gone into foreclosure or had liens put in place?	<input type="radio"/> Yes <input checked="" type="radio"/> No

THE UNDERSIGNED DOES HEREBY CERTIFY THAT THE INFORMATION ABOVE  
IS TRUE AND ACCURATE TO THE BEST OF THEIR KNOWLEDGE

AS OF: **3/16/2022**

System Administrator

Name

Lender Coordinator

Position/Title

City Property Management Company

Company Name

(602) 437-4777 x000

Phone

SAMPLE