

Courtesy translation

2022 GENERAL ORDINARY ASSEMBLY OF HOMEOWNERS OF CONDOMINIO "LA CIMA III"

At 11:00 am Monday, February 21, 2022, the Homeowners and Trust Beneficiaries of **CONDOMINIO "LA CIMA III"** gathered to hold their **2022 GENERAL ORDINARY ASSEMBLY** on **FIRST CALL** at the premises of the Condominium on the parking deck on floor #7, located on [179 Calle Paseo de Los Pinos Conchas Chinas], Colonia Amapas in the city of Puerto Vallarta, Jalisco. The Assembly notice had been duly posted at visible traffic areas in the Condominium and sent via e-mail to all Homeowners. Also in attendance were Robert Leo Gilmore and Architect Jorge Arturo Aguilera Funakoshi, legal representatives of the Administrative entity called **SERVICIOS AMAPAS, A.C.**

AGENDA. 1. List of attendance and Registry of Proxies. 2. Designation of the President of the Assembly, Secretary and two Vote Counters. 3. Verification of Legal Quorum and President's Declaration of Assembly to be legally installed. 4. Presentation, discussion and, if appropriate, approval of the 2021 Administrator's and Board of Director's Reports. 4a. Presentation and discussion of future improvements projects. 5. Presentation, discussion and, if appropriate, approval of the Financial Statements for the fiscal year 2021. 6. Election of the members of the Board of Directors for the upcoming Administration term or ratification of the current one. 7. Presentation, discussion and, if appropriate, approval of the election of Administrator and/or ratification of the current one, granting powers of attorney and/or cancelation of powers of attorney. 8. Presentation, discussion and, if appropriate, approval of the budget of income and expenses for the upcoming period of Administration for year 2022. 9. Appointment of the Special Assembly Delegate to appear before a Notary of his/her choice to legalize the minutes of the Assembly and to register them in the Public Registry of Property and Commerce.

ITEM 1 OF THE AGENDA. List of Attendance and Registry of Proxies.

Jorge Arturo Aguilera Funakoshi welcomed the Assembly participants present. He invited them to sign the attendance list, which is added to these minutes.

ITEM 2 OF THE AGENDA. Designation of the President of the Assembly, Secretary and two Vote-Counters.

Jim Paul Meadows moved to elect Roman Stefaniw as President of the Assembly.
Jules Claude Harvey seconded the motion.
The motion was unanimously approved.

Roman Stefaniw designated Christian Armando Cortes Estrada as Secretary for the Assembly, William Arthur Ian Thomson and Jorge Aguilera as Vote-Counters.
There was no objection from the Assembly.

ITEM 3 OF THE AGENDA. Verification of Legal Quorum and President's Declaration of Assembly to be legally installed.

The Vote Counters reported that there were 83.74% of the Joint Ownership right duly represented and recorded. Therefore, Roman Stefaniw, Assembly President, declared the 2022 General Ordinary Assembly legally convened.

ITEM 4 OF THE AGENDA. Presentation, discussion and, if appropriate, approval of the 2021 Administrator's and Board of Director's Reports.

Under this item, the President of the Assembly Roman Stefaniw asked the Assembly members in attendance if they had any questions regarding the contents of the Board of Directors 2021 Report included in the packet of information that was duly sent out to all Homeowners via e-mail. There were no questions.

Arch. Jorge Arturo Aguilera Funakoshi gave a summary of the report of the activities and work performed by the Condominium's Administration that was provided as a handout to all owners present. He reported on the following maintenance jobs as follows: the painting schedule was followed for several sections in the building, including all of the apartment facades; every 15 days, filters of the equipment to purify water were back-washed in order to maintain the potable water quality at the building; and the entire building including the foundation and adjacent area was fumigated on several occasions. Moreover, Mr. Aguilera Funakoshi stated that the building has good water quality, as noted by testing performed by Microquim Laboratory; additionally, he stated that La Cima staff installed a water booster tank at the main road to improve SEAPAL water supply. As was previously reported, measures were implemented to reduce the risk of contagion in the Condominium by COVID. The Administration and Staff were complimented by several owners for the high quality of their work and their pleasant attitudes.

Roman Stefaniw made a motion to approve the Board and the Administrative reports.

Bonnie Lepage seconded the motion.

Motion unanimously approved.

4a. Presentation and discussion of future improvements projects.

Proposals were made by owners for Future Improvement Projects. However, considerable discussion centered on future efforts intended to make the property more attractive, fitting with our status as a top tier condo in PV. Ideas proposed included:

1. Acquiring the tools and expertise to improve plant and tree landscaping maintenance around the pool complex.
2. Upgrading the elevators. Foster Meagher volunteered to assist with elevator design, if asked.
3. Improving the roadway space near the entrance to La Cima III.

Bonnie LePage suggested that the owners consider voluntary contributions each year to fund specific condo improvement accounts aimed at enhancing the property and its common value.

Owners also expressed a desire to deal with the trash collection corner area on Los Pinos. Jim Meadows noted that the ANA is undertaking plans to address the situation. Bonnie and Norm LePage offered to provide some funding, if required.

ITEM 5 OF THE AGENDA. Presentation, discussion and, if appropriate, approval of the Financial Statements for the fiscal year 2021.

Mr. Stefaniw informed the Assembly that the Financial Statements and Observations and Comments thereto had previously been sent to all the Condominium Homeowners and Trust Beneficiaries. Also, the opinion of the independent audit was presented. It was reported that the year ended with a deficit of \$28,077.00 pesos and it was recommended by the Board to allocate the deficit to the 2022 budget and keep the Reserve Fund at \$ 1,185,832.65 pesos, which represents 29.43% of 2021 operating expenses.

Jules Claude Harvey made a motion to approve the Financial Statements corresponding to fiscal year 2021, to approve the Audit of the Financial Statements and to allow the Board to allocate the deficit of \$28,077.00 pesos to the 2022 budget.

Linda Ellen Marks seconded the motion.

Motion was unanimously approved.

ITEM 6 OF THE AGENDA. Election of the members of the Board of Directors for the upcoming Administration term, or ratification of the current one.

Robert Gavin Thomson made a motion to ELECT Roman Stefaniw, Edward E Ward, Jules Claude Harvey, Jim Paul Meadows and Bryant Livingston Woods to the board.

Rhenda Lee Glasco seconded the motion.
Motion was unanimously approved.

With a unanimous vote by the Condominium Homeowners and Trust Beneficiaries at the Assembly, the 2022 Board of Directors is approved until a new Assembly is held for CONDOMINIO LA CIMA III and formed as follows:

President	Roman Stefaniw
Secretary	Edward E Ward
Treasurer and Substitute President	Jules Claude Harvey
Member at Large	Jim Paul Meadows
Member at Large	Bryant Livingston Woods

Robert Gavin Thomson made a motion to grant Edward E Ward and Jules Claude Harvey, Judicial General Power of Attorney for Lawsuits and Collections, Acts of Administration and Representation in Labor Matters in their favor powers that will remain in effect until revoked, and the following ones:

- I. General Judicial Power which includes lawsuits, collections.
- II. General Power of Attorney for Administrative Acts.
- III. General Power to grant, accept and endorse Credit Titles.
- IV. General Power of Attorney for Labor Representation.
- V. Faculties to Delegate General or Special Powers of Attorney.
- VI. To open and close bank accounts and appoint those who can sign on them.

Rhenda Lee Glasco seconded the motion.
Motion unanimously approved.

ITEM 7 OF THE AGENDA. Presentation, discussion and, if appropriate, approval of the election of Administrator and/or ratification of the current one, granting powers of attorney and/or cancelation of powers of attorney.

Jules Claude Harvey made a motion to ratify SERVICIOS AMAPAS, A.C. as Administrator, and the Condominium's legal representative, granting it the same powers granted to the Civil Association and its Representatives and the individuals to whom powers were granted during the Assembly of 2022 and to recommend Architect Jorge Arturo Aguilera Funakoshi as General Director of SERVICIOS AMAPAS, A.C.

Linda Ellen Marks seconded the motion.
Motion was unanimously approved.

Jules Claude Harvey made a motion to grant SERVICIOS AMAPAS, A.C., R GILMORE Y ASOCIADOS, ROBERT LEO GILMORE and JORGE ARTURO AGUILERA FUNAKOSHI Judicial General Power of Attorney for Lawsuits and Collections, Acts of Administration and Representation in Labor Matters and Faculties to Delegate General or Special Powers of Attorney and the powers mentioned in subsection I

of article 1012 of the Civil Code for the State of Jalisco, powers that will remain in effect until revoked as follow:

- I. General Judicial Power which includes lawsuits, collections.
- II. General Power of Attorney for Administrative Acts.
- III. General Power to grant, accept and endorse Credit Titles.
- IV. General Power of Attorney for Labor Representation.
- V. Faculties to Delegate General or Special Powers of Attorney.

Linda Ellen Marks seconded the motion.
Motion unanimously approved.

ITEM 8 OF THE AGENDA. Presentation, discussion and, if appropriate, approval of the budget of income and expenses for the upcoming period of Administration for year 2022.

Jim Paul Meadows made a motion to approve the budget as presented and to approve the income of maintenance fees in the amount of \$4,190,786.00 pesos, which must be covered by the Homeowners and Trust Beneficiaries by reason of their ownership rights. And in addition to approve included in the budget the insurance policy which has a coverage in the amount of \$ 11,762,972.00 USD, but it does not include coverage for Hydro meteorological Phenomena.

William Arthur Ian Thomson seconded the motion.
Motion was unanimously approved.

The annual amount to be paid by Condominium Homeowners and Trust Beneficiaries of CONDOMINIO LA CIMA III as maintenance fees and pool fees for year 2022 are as per the following chart:

**SERVICIOS AMAPAS., A. C.
MAINTENANCE FEE CONTRIBUTION SCHEDULE 2022**

Unit	OWNERS	%	Maintenance Fee 2022	Quarter I,II,III,IV	Surcharge Pool	2022-I Quarter		
						Budget'22 Pesos	Budget'21 Pesos	Adjustment 2022-Q I
1	1A ROMAN STEFANIW	3.84	160,894	40,223	6,055	40,223	37,376	2,847
2	1B LUIS MIGUEL AMUTIO L.	4.29	179,749	44,937	6,055	44,937	41,756	3,181
3	2A EDWARD E. WARD & NONIE WARD	3.59	150,419	37,605		37,605	34,943	2,662
4	2B IAN THOMSON & BRYAN WOODS	3.95	165,503	41,376		41,376	38,447	2,929
5	3A RICHARD JAMES UNGAR UNGAR	4.15	173,883	43,471		43,471	40,393	3,077
6	3B THOMAS McGOWAN & BARBARA McG	4.01	168,017	42,004	6,055	42,004	39,031	2,973
7	4A ROBERT GAVIN THOMSON	4.02	168,436	42,109		42,109	39,128	2,981
8	4B DALE & RHENDA GLASCO	3.73	156,285	39,071	6,055	39,071	36,305	2,766
9	5AB ADELE FREEDMAN	7.43	311,313	77,828	6,055	77,828	72,319	5,509
10	6A SAMEER EID & LEILA EID	4.01	168,017	42,004		42,004	39,031	2,973
11	6B VALERIE BIRKEL	4.54	190,224	47,556		47,556	44,189	3,366
12	7A JIM PAUL & MARSHA MEADOWS	4.14	173,464	43,366	6,055	43,366	40,296	3,070
13	7B LIC. MARIA DEL SOCORRO EDELMIRA	3.79	158,799	39,700	6,055	39,700	36,889	2,810
14	8A VICTOR HUGO ASCENCIO CHAVEZ	4.46	186,872	46,718	6,055	46,718	43,411	3,307
15	8B KATIUSKA ZORAHIDA ASCENCIO CHA	4.02	168,436	42,109	6,055	42,109	39,128	2,981
16	9A KENNETH & DR. JUDY KRINGS	4.17	174,721	43,680	6,055	43,680	40,588	3,092
17	9B JOAN MALONEY	4.02	168,436	42,109	6,055	42,109	39,128	2,981
18	10A NORMAN & BONNIE LEPAGE	4.07	170,531	42,633	6,055	42,633	39,615	3,018
19	10B LIC. MARIO HUMBERTO PRECIADO CE	4.01	168,017	42,004	6,055	42,004	39,031	2,973
20	11A THOMAS E. BARNES & CONNIE J. ARG	4.73	198,185	49,546		49,546	46,039	3,507
21	11B JAMES R. & SUSAN MAZAC DONNELL	4.86	203,631	50,908		50,908	47,304	3,604
22	12A JULES CLAUDE HARVEY & MICHELLE	5.19	217,458	54,365	9,082	54,365	50,516	3,848
23	12B LINDA MARKS	5.00	209,497	52,374	6,055	52,374	48,667	3,708
T O T A L E S		100	\$4,190,786	\$1,047,696	\$93,852	\$1,047,696	\$973,531	\$74,166

Jules Harvey made a motion to approve and include in the 2022 Budget a fee to be charged in the 3rd Quarter, 2022 (Jul 1st, 2022) to pay \$307,017.00 pesos for Seniority Bonus retroactive provision which must be covered by the Homeowners and Trust Beneficiaries by percentage of ownership rights.

William Arthur Ian Thomson seconded the motion.
Motion was unanimously approved.

The amount to be paid by Condominium Homeowners and Trust Beneficiaries of CONDOMINIO LA CIMA III as Extraordinary Fee for year 2022 are as per the following chart:

**SERVICIOS AMAPAS., A. C.
SENIORITY PREMIUM / PRIMA DE ANTIGÜEDAD 2022**

Unit	OWNERS	%	Seniority Premium
1	1A ROMAN STEFANIW	3.84	11,787
2	1B LUIS MIGUEL AMUTIO L.	4.29	13,168
3	2A EDWARD E. WARD & NONIE WARD	3.59	11,020
4	2B IAN THOMSON & BRYAN WOODS	3.95	12,125
5	3A RICHARD JAMES UNGAR UNGAR	4.15	12,739
6	3B THOMAS McGOWAN & BARBARA McGOWAN	4.01	12,309
7	4A ROBERT GAVIN THOMSON	4.02	12,340
8	4B DALE & RHENDA GLASCO	3.73	11,449
9	5AB KIM CAMERON & ADELE FREEDMAN	7.43	22,807
10	6A SAMEER EID & LEILA EID	4.01	12,309
11	6B VALERIE BIRKEL	4.54	13,936
12	7A JIM PAUL & MARSHA MEADOWS	4.14	12,708
13	7B LIC. MARIA DEL SOCORRO EDELMIRA GODINEZ G.	3.79	11,634
14	8A VICTOR HUGO ASCENCIO CHAVEZ	4.46	13,690
15	8B KATIUSKA ZORAHIDA ASCENCIO CHAVEZ	4.02	12,340
16	9A KENNETH & DR. JUDY KRINGS	4.17	12,800
17	9B JOAN MALONEY	4.02	12,340
18	10A NORMAN & BONNIE LEPAGE	4.07	12,493
19	10B LIC. MARIO HUMBERTO PRECIADO CERVANTES	4.01	12,309
20	11A THOMAS E. BARNES & CONNIE J. ARGUS	4.73	14,519
21	11B JAMES R. & SUSAN MAZAC DONNELLY	4.86	14,918
22	12A JULES CLAUDE HARVEY & MICHELLE MENARD	5.19	15,931
23	12B LINDA MARKS	5.00	15,348
T O T A L E S		100	\$307,017

ITEM 9 OF THE AGENDA. Appointment of the Special Assembly Delegate to appear before a Notary of his/her choice to legalize the minutes of the Assembly and to register them in the Public Registry of Property and Commerce.

The President of the Assembly designated Robert Leo Gilmore or Jorge Arturo Aguilera Funakoshi such Special Delegate to present the agreements of this Assembly before Notary Public of his/her choice and to register them in the Public Registry of Property and Commerce.
There was no objection from the Assembly.

Adjournment of the Assembly.

Closing of the Assembly. There being no further Agenda matters to address, the President of the Assembly Roman Stefaniw adjourned the Assembly at 11:40 hours of Monday, February 21 of 2022.

President of the Assembly

Secretary of the Assembly

Roman Stefaniw

Christian Armando Cortes Estrada

Courtesy translation.

**2022 GENERAL EXTRAORDINARY ASSEMBLY OF HOMEOWNERS OF
CONDOMINIO "LA CIMA III"**

At 10:00 am Monday, February 21, 2022, **CONDOMINIO "LA CIMA III"** Homeowners and Trust Beneficiaries gathered to hold their **2022 GENERAL EXTRAORDINARY ASSEMBLY** on **FIRST CALL** in the premises of the Condominium on the parking deck of floor #7, located at 179 Calle Paseo de las Conchas Chinas, Colonia Amapas in the city of Puerto Vallarta, Jalisco. The Assembly notice had been duly posted at visible traffic areas in the Condominium and sent via e-mail to all Homeowners. Also in attendance were Robert Leo Gilmore and Architect Jorge Arturo Aguilera Funakoshi, legal representatives of the Administrative entity called **SERVICIOS AMAPAS, A.C.**

AGENDA. 1. List of attendance and registry of proxies. 2. Designation of the President of the Assembly, Secretary and two Vote Counters. 3. Verification of Legal Quorum and President's Declaration of Assembly to be legally installed. 4. Proposal, discussion and vote to approve changes in the bylaws. 4a. Presentation, discussion and vote on proposal to delete "servants" in the final paragraph of Article 1008. 4b. Presentation, discussion and vote on proposal to replace Article 1012, sections X and XI with requirements that set forth provisions and procedures with respect to the necessary or emergency entrance into private units. 4c. Presentation, discussion and vote on proposal to amend and restate chapter VII, Article 1034 concerning transfers (rentals) or occupation of private units. 4d. Presentation, discussion and vote on proposal to amend and restate chapter VIII sanctions, Article 1035. 4e. Presentation, discussion and vote on proposal to amend and restate chapter VIII sanctions, Article 1035, section V. 5. Presentation, discussion and vote on the status of the solar panel project. 6. Appointment of the Special Assembly Delegate to appear before a Notary of his/her choice to legalize the minutes of the Assembly and to register them in the Public Registry of Property and Commerce. 7. Adjournment of the Assembly.

ITEM 1 OF THE AGENDA. List of Attendance and Registry of Proxies.

Jorge Arturo Aguilera Funakoshi welcomed the Assembly participants present. He invited them to sign the attendance list, which is added to these minutes.

ITEM 2 OF THE AGENDA. Designation of the President of the Assembly, Secretary and two Vote-Counters.

Jim Paul Meadows moved to elect Roman Stefaniw as President of the Assembly.
Jules Claude Harvey seconded the motion.
The motion was unanimously approved.

Roman Stefaniw designated Christian Armando Cortes Estrada as Secretary for the Assembly and William Arthur Ian Thomson and Jorge Aguilera as Vote-Counters.
There was no objection from the Assembly.

ITEM 3 OF THE AGENDA. Verification of Legal Quorum and President's Declaration of Assembly to be legally installed.

The Vote Counters reported that there were 83.74% of the Joint Ownership right duly represented and recorded. Therefore, Roman Stefaniw, Assembly President, declared the 2022 Extraordinary Assembly legally convened.

ITEM 4 OF THE AGENDA. Proposal, discussion and vote to approve changes in the bylaws. Details of the amendments were circulated with the convocation.

4a. Presentation, discussion and vote on proposal to delete “servants” in the final paragraph of Article 1008.

Barbara Marie Churchill moved to approve the Bylaws amendment Article 1008: Deletion of the term "servants".

Linda Ellen Marks seconded the motion.
Motion approved by 83.74% of the Joint Ownership rights.

4b. Presentation, discussion and vote on proposal to replace Article 1012, sections X and XI with requirements that set forth provisions and procedures with respect to the necessary or emergency entrance into private units.

Bonnie Lepage moved to approve the Bylaws amendment Article 1012, sections X & XI: Authorization of the administration to enter condo units for maintenance and emergency. The no liability proviso was modified to exclude cases of negligence.

Jim Paul Meadows seconded the motion.
Motion approved by 83.74% of the Joint Ownership rights.

NOTE: The assembly stressed that a member of the building’s staff must be within the private unit to monitor work performed by outside contractors under this amendment.

4c. Presentation, discussion and vote on proposal to amend and restate chapter VII, Article 1034 concerning transfers (rentals) or occupation of private units.

Robert Gavin Thomson moved to approve Bylaws amendment Chapter VII, Article 1034: Limitation for rentals of private units, the highlights of which are as follows:

- For owners who acquire their units after the effective date of this amendment, each rental agreement must be for a period of 30 days or more; For owners who acquired their units on or before the effective date of this amendment, the rental period must be for a period of 7 days or greater. Family members of owners of private units may stay without limitation.
- The occupancy of any rented Private Unit is limited to not more than 2 individuals per bedroom, and a maximum of two additional children aged 17 years or younger;
- All guests of the tenants must vacate the premises by 11:00 p.m;
- Each rental agreement must specify that no pets are allowed in the Private Unit;
- Each renter must be provided with a copy of the building’s rule and regulations.

The full amendment detailing the rights and responsibilities of owners is included in the building’s Bylaws.

William Arthur Ian Thomson seconded the motion.
Motion approved by 83.74% of the Joint Ownership rights.

4d. Presentation, discussion and vote on proposal to amend and restate chapter VIII sanctions, Article 1035.

Robert Gavin Thomson moved to approve Bylaws amendment Chapter VIII Sanctions, Article 1035: Institution of monetary sanctions in cases of violation of rental policies; the first violation will result in a fine to the offending owner of US\$1,000.00 in MXN equivalent, while any following violations will result in additional fines of US\$2000 in MXN equivalent.

Linda Ellen Marks seconded the motion.
Motion approved by 83.74% of the Joint Ownership rights.

NOTE: The Assembly suggested that the Board ask for legal advice to develop or draft a Bylaws to guide and implement methods of collecting fines imposed for violations or delinquent owners.

4e. Presentation, discussion and vote on proposal to amend and restate chapter VIII sanctions, Article 1035, section V.

William Arthur Ian Thomson moved to adopt Bylaws amendment Chapter VIII Sanctions, Article 1035, Section V Ramp-Up Period Modification: If modification to the Bylaws or Rules and Regulations causes an Owner to be in violation of such documents, the Owner shall have one hundred-eighty (180) days from the date of this assembly to submit a request to the Board of Directors that the violation arising from such addition or modification be grandfathered.

Linda Ellen Marks seconded the motion.
Motion approved by 83.74% of the Joint Ownership rights.

ITEM 5 OF THE AGENDA. Presentation, discussion and vote on the status of the solar panel project.

Jules Harvey provided an update regarding the installation of solar panels. He reported that it is the Board's recommendation to table the proposal for the following reasons: there is not enough space in the building to install them in an optimum manner, some of the panels would have to be installed on the roof of the parking ramp and large tree on the property reduce the efficiency of panels. There was no motion from the Assembly to move the proposal to a vote.

ITEM 6 OF THE AGENDA. Appointment of the Special Assembly Delegate to appear before a Notary of his/her choice to legalize the minutes of the Assembly and to register them in the Public Registry of Property and Commerce.

The President of the Assembly designated Robert Leo Gilmore or Jorge Arturo Aguilera Funakoshi as such Special Delegate to present the agreements of this Assembly before Notary Public of his/her choice and to register them in the Public Registry of Property and Commerce. There was no objection from the Assembly.

ITEM 7 OF THE AGENDA. Adjournment of the Assembly.

Closing of the Assembly. There being no further Agenda matters to address, the President of the Assembly Roman Stefaniw adjourned the Assembly at 10:55 hours of Monday, February 21 of 2022.

President of the Assembly

Secretary of the Assembly

Roman Stefaniw

Christian Armando Cortes Estrada

Courtesy translation.

2022 GENERAL ORDINARY ASSEMBLY OF ASSOCIATES

SERVICIOS AMAPAS, A. C.

At 12:00 hours of Monday, February 21, 2022, the Condominium Associates gathered to hold their **2022 GENERAL ORDINARY ASSEMBLY** on **FIRST CALL** in the premises of the Condominium La Cima III at the parking deck on floor # 7, located on 179 Calle Prol. Paseo de las Conchas Chinas, Colonia Amapas in this city of Puerto Vallarta, Jalisco. The Assembly notice had been duly posted at visible traffic areas in the Condominium and sent via e-mail to all Associates. Also, in attendance were Robert Leo Gilmore and Architect Jorge Arturo Aguilera Funakoshi, legal representatives of the Administrative entity, called **SERVICIOS AMAPAS, A.C.**

AGENDA. 1. List of attendance and Registry of Proxies. 2. Designation of the President of the Assembly, Secretary and two Vote Counters. Verify of the legal quorum and declaration of a legal Assembly. 3. Review of applications presented by new members for admission as Associates, voting for approval in case and remove Associates that no longer meet the requirements. 4. Administrative Manager and Board of Directors Reports regarding the fiscal year 2021. Debate and in the case approve of the same. 4.1. Presentation, discussion, and vote on the 2021 Financial Statements. 4.2. Presentation, discussion and acceptance of the 2022 Budget approved by the General Ordinary Condominium LA CIMA III Assembly. 5. Election of the Board Directors members for the next Administrative period or ratification of the current one. Granting of powers of attorney and/or cancelation of powers of attorney. 6. Proposal or ratification of the Administrative Manager. Granting powers of attorney and/or cancelation of powers of attorney. 7. Designation of a Delegate to legalize the minutes of the corresponding Assembly and to register them in the Public Registry of Property and Commerce. 8. Adjournment of the Assembly.

ITEM 1 OF THE AGENDA. 1. List of attendance and Registry of Proxies.

Jorge Arturo Aguilera Funakoshi welcomed the Assembly participants present. He invited them to sign the attendance list, which is added to these minutes.

ITEM 2 OF THE AGENDA. Designation of the President of the Assembly, Secretary and two Vote Counters. Verify of the legal quorum and declaration of a legal Assembly.

Jim Paul Meadows moved to elect Roman Stefaniw as President of the Assembly.
Jules Claude Harvey seconded the motion.
The motion was unanimously approved.

Roman Stefaniw designated Christian Armando Cortes Estrada as Secretary for the Assembly, William Arthur Ian Thomson and Jorge Aguilera as Vote-Counters.
There was no objection from the Assembly

The Vote Counters reported that there were 82.6087% of the Associates duly represented and recorded. Therefore, Roman Stefaniw, Assembly President, declared the 2022 General Ordinary Assembly legally convened.

ITEM 3 OF THE AGENDA. Review of applications presented by new members for admission as Associates, voting for approval in case and remove Associates that no longer meet the requirements.

There were no new members to terminate or to be added to Servicios Amapas.

ITEM 4 OF THE AGENDA. Administrative Manager and Board of Directors Reports regarding the fiscal year 2021. Debate and in case approve of the same.

Under this item, the President of the Assembly Roman Stefaniw asked the Assembly Associates in attendance if they had any questions regarding the contents of the Board of Directors 2021 Report included in the packet of information that was duly sent out to all Homeowners via e-mail. There were no questions.

Arch. Jorge Arturo Aguilera Funakoshi gave a summarized report of the activities and labors by the Condominium's Administration which was provided as a handout to all owners present. He reported on the following maintenance jobs as follows: the painting schedule was followed for several sections in the building, including all of the apartment facades; filters of the equipment to purify water were back-washed in order to maintain the potable water quality at the building, this is done every 15 days. The building has excellent water quality, optimal for human use and consumption, endorsed by testing performed by Microquim Laboratory; the entire building was fumigated on several occasions, and also its surroundings and below at the foundations by La Cima staff. Installed water container and pump at the main road. As it was previously reported, measures were implemented to reduce the risk of contagion in the Condominium by COVID. The Administration and Staff were complimented by several owners for the high quality of their work, and their agreeable attitudes.

Roman Stefaniw made a motion to approve the Board and the Administrative reports.

Bonnie Lepage seconded the motion.

Motion unanimously approved.

Presentation and discussion of future improvements projects.

Proposals were made by owners for Future Improvement Projects. However, considerable discussion centered on future efforts intended to make the property more attractive, fitting with our status as a top tier condo in PV. Ideas proposed included:

1. Acquiring the tools and expertise to improve plant and tree landscaping maintenance around the pool complex.
2. Upgrading the elevators. Foster Meagher volunteered to assist with elevator design, if asked.
3. Improving the roadway space near the entrance to La Cima III.

Bonnie LePage suggested that the owners consider voluntary contributions each year to fund specific condo improvement accounts aimed at enhancing the property and its common value.

Owners also expressed a desire to deal with the trash collection corner area on Los Pinos. Jim Meadows noted that the ANA is undertaking plans to address the situation. Bonnie and Norm LePage offered to provide some funding, if required.

ITEM 4.1 OF THE AGENDA. Presentation, discussion, and vote on the 2021 Financial Statements.

The President of the Assembly informed that the Financial Statements and Observations and Comments on them had previously been sent to all the Condominium Homeowners and Trust Beneficiaries. Also the opinion of the independent Audit was presented. It was reported that the year ended with a deficit of \$28,077.00 pesos and it was recommended by the Board to allocate the deficit to the 2022 budget and keep the Reserve Fund at \$ 1,185,832.65 pesos, which represents 29.43% of 2021 operating expenses.

Jules Claude Harvey made a motion to approve the Financial Statements corresponding to fiscal year 2021, to approve the Audit of the Financial Statements and to Board to allocate the deficit of \$28,077.00 pesos to the 2022 budget.

Linda Ellen Marks seconded the motion.
Motion was unanimously approved.

ITEM 4.2 OF THE AGENDA. Presentation, discussion and acceptance of the 2022 Budget approved by the General Ordinary Condominium LA CIMA III Assembly.

Jim Paul Meadows made a motion to approve the budget as presented and to approve the income of maintenance fees in the amount of \$4,190,779.00 pesos, which must be covered by the Homeowners and Trust Beneficiaries by reason of their ownership rights. And in addition to approve included in the budget the insurance policy which has a coverage in the amount of \$ 11,762,972.00 USD, but it does not include coverage for Hydro meteorological Phenomena.

William Arthur Ian Thomson seconded the motion.
Motion was unanimously approved.

The annual amount to be paid by Condominium Homeowners and Trust Beneficiaries of CONDOMINIO LA CIMA III as maintenance fees and pool fees for year 2022 are as per the following chart:

SERVICIOS AMAPAS., A. C.
MAINTENANCE FEE CONTRIBUTION SCHEDULE 2022

Unit	OWNERS	%	Maintenance Fee 2022	Quarter I,II,III,IV	Surcharge Pool	2022-I Quarter		
						Budget'22 Pesos	Budget'21 Pesos	Adjusment 2022-Q I
1	1A ROMAN STEFANIW	3.84	160,894	40,223	6,055	40,223	37,376	2,847
2	1B LUIS MIGUEL AMUTIO L.	4.29	179,749	44,937	6,055	44,937	41,756	3,181
3	2A EDWARD E. WARD & NONIE WARD	3.59	150,419	37,605		37,605	34,943	2,662
4	2B IAN THOMSON & BRYAN WOODS	3.95	165,503	41,376		41,376	38,447	2,929
5	3A RICHARD JAMES UNGAR UNGAR	4.15	173,883	43,471		43,471	40,393	3,077
6	3B THOMAS McGOWAN & BARBARA McG	4.01	168,017	42,004	6,055	42,004	39,031	2,973
7	4A ROBERT GAVIN THOMSON	4.02	168,436	42,109		42,109	39,128	2,981
8	4B DALE & RHENDA GLASCO	3.73	156,285	39,071	6,055	39,071	36,305	2,766
9	5AB ADELE FREEDMAN	7.43	311,313	77,828	6,055	77,828	72,319	5,509
10	6A SAMEER EID & LEILA EID	4.01	168,017	42,004		42,004	39,031	2,973
11	6B VALERIE BIRKEL	4.54	190,224	47,556		47,556	44,189	3,366
12	7A JIM PAUL & MARSHA MEADOWS	4.14	173,464	43,366	6,055	43,366	40,296	3,070
13	7B LIC. MARIA DEL SOCORRO EDELMIRA	3.79	158,799	39,700	6,055	39,700	36,889	2,810
14	8A VICTOR HUGO ASCENCIO CHAVEZ	4.46	186,872	46,718	6,055	46,718	43,411	3,307
15	8B KATIUSKA ZORAHIDA ASCENCIO CHA	4.02	168,436	42,109	6,055	42,109	39,128	2,981
16	9A KENNETH & DR. JUDY KRINGS	4.17	174,721	43,680	6,055	43,680	40,588	3,092
17	9B JOAN MALONEY	4.02	168,436	42,109	6,055	42,109	39,128	2,981
18	10A NORMAN & BONNIE LEPAGE	4.07	170,531	42,633	6,055	42,633	39,615	3,018
19	10B LIC. MARIO HUMBERTO PRECIADO CE	4.01	168,017	42,004	6,055	42,004	39,031	2,973
20	11A THOMAS E. BARNES & CONNIE J. ARC	4.73	198,185	49,546		49,546	46,039	3,507
21	11B JAMES R. & SUSAN MAZAC DONNELL	4.86	203,631	50,908		50,908	47,304	3,604
22	12A JULES CLAUDE HARVEY & MICHELLE	5.19	217,458	54,365	9,082	54,365	50,516	3,848
23	12B LINDA MARKS	5.00	209,497	52,374	6,055	52,374	48,667	3,708
T O T A L E S		100	\$4,190,786	\$1,047,696	\$93,852	\$1,047,696	\$973,531	\$74,166

Jules Harvey made a motion to approve and include in the 2022 Budget an Extraordinary Fee to be charge in the 3rd Quarter, 2022 (Jul 1st, 2022) to pay \$307,017.00 pesos for Seniority Bonus retroactive provision which must be covered by the Homeowners and Trust Beneficiaries.

William Arthur Ian Thomson seconded the motion.
 Motion was unanimously approved.

The amount to be paid by Condominium Homeowners and Trust Beneficiaries of CONDOMINIO LA CIMA III as Extraordinary Fee for year 2022 are as per the following chart:

SERVICIOS AMAPAS., A. C.
SENIORITY PREMIUM / PRIMA DE ANTIGÜEDAD 2022

Unit	O W N E R S	%	Seniority Premium
1A	ROMAN STEFANIW	3.84	13,349
1B	LUIS MIGUEL AMUTIO L.	4.29	13,349
2A	EDWARD E. WARD & NONIE WARD	3.59	13,349
2B	IAN THOMSON & BRYAN WOODS	3.95	13,349
3A	RICHARD JAMES UNGAR UNGAR	4.15	13,349
3B	THOMAS McGOWAN & BARBARA McGOWAN	4.01	13,349
4A	ROBERT GAVIN THOMSON	4.02	13,349
4B	DALE & RHENDA GLASCO	3.73	13,349
5AB	ADELE FREEDMAN	7.43	13,349
6A	SAMEER EID & LEILA EID	4.01	13,349
6B	VALERIE BIRKEL	4.54	13,349
7A	JIM PAUL & MARSHA MEADOWS	4.14	13,349
7B	LIC. MARIA DEL SOCORRO EDELMIRA GODINEZ G.	3.79	13,349
8A	VICTOR HUGO ASCENCIO CHAVEZ	4.46	13,349
8B	KATIUSKA ZORAHIDA ASCENCIO CHAVEZ	4.02	13,349
9A	KENNETH & DR. JUDY KRINGS	4.17	13,349
9B	JOAN MALONEY	4.02	13,349
10A	NORMAN & BONNIE LEPAGE	4.07	13,349
10B	LIC. MARIO HUMBERTO PRECIADO CERVANTES	4.01	13,349
11A	THOMAS E. BARNES & CONNIE J. ARGUS	4.73	13,349
11B	JAMES R. & SUSAN MAZAC DONNELLY	4.86	13,349
12A	JULES CLAUDE HARVEY & MICHELLE MENARD	5.19	13,349
12B	LINDA MARKS	5.00	13,349
T O T A L E S		<u>100</u>	<u>\$307,017</u>

ITEM 5 OF THE AGENDA. . Election of the Board Directors members for the next Administrative period or ratification of the current one. Granting of powers of attorney and/or cancelation of powers of attorney.

Robert Gavin Thomson made a motion to appoint Roman Stefaniw as President of the Board of Directors, Edward E Ward as Secretary, Jules Claude Harvey as Treasure and substitute for the President, Jim Paul Meadows as members at large, and Bryan Livingston Woods as member at large.

Rhenda Lee Glasco seconded the motion.
 Motion was unanimously approved.

With unanimous votes approved by the Condominium Homeowners and Trust Beneficiaries in the Assembly the 2022 Board of Directors is approved until a new Assembly is held for CONDOMINIO LA CIMA III, formed as follows:

President	Roman Stefaniw
Secretary	Edward E Ward
Treasurer and Substitute President	Jules Claude Harvey
Member at Large	Jim Paul Meadows
Member at Large	Bryan Livingston Woods

Robert Gavin Thomson made a motion to grant Edward E Ward and Jules Claude Harvey, Judicial General Power of Attorney for Lawsuits and Collections, Acts of Administration and Representation in Labor Matters in their favor powers that will remain in effect until revoked, and the following ones:

- I. General Judicial Power which includes lawsuits, collections.
- II. General Power of Attorney for Administrative Acts.
- III. General Power to grant, accept and endorse Credit Titles.
- IV. General Power of Attorney for Labor Representation.
- V. Faculties to Delegate General or Special Powers of Attorney.
- VI. To open and close bank accounts and appoint those who can sign on them.

Rhenda Lee Glasco seconded the motion.
Motion unanimously approved.

ITEM 6 OF THE AGENDA. Proposal or ratification of the Administrative Manager. Granting powers of attorney and/or cancelation of powers of attorney.

Jules Claude Harvey made a motion to ratify Jorge Arturo Aguilera Funakoshi as Administrative Manager and the Condominiums legal representative.

Linda Ellen Marks seconded the motion.
Motion was unanimously approved.

Jules Claude Harvey made a motion to grant R GILMORE Y ASOCIADOS, ROBERT LEO GILMORE and JORGE ARTURO AGUILERA FUNAKOSHI Judicial General Power of Attorney for Lawsuits and Collections, Acts of Administration and Representation in Labor Matters and Faculties to Delegate General or Special Powers of Attorney and the powers mentioned in subsection I of article 1012 of the Civil Code for the State of Jalisco, powers that will remain in effect until revoked as follow:

- I. General Judicial Power which includes lawsuits, collections.
- II. General Power of Attorney for Administrative Acts.
- III. General Power to grant, accept and endorse Credit Titles.
- IV. General Power of Attorney for Labor Representation.
- V. Faculties to Delegate General or Special Powers of Attorney.

Linda Ellen Marks seconded the motion.
Motion unanimously approved.

ITEM 7 OF THE AGENDA. Designation of a Delegate to legalize the minutes of the corresponding Assembly and to register them in the Public Registry of Property and Commerce.

The President of the Assembly designated Robert Leo Gilmore or Jorge Arturo Aguilera Funakoshi as such Special Delegate to present the agreements of this Assembly before Notary Public of his/her choice and to register them in the Public Registry of Property and Commerce.

ITEM 8 OF THE AGENDA. Adjournment of the Assembly.

There being no further Agenda matters to address, the President of the Assembly Roman Stefaniw adjourned the Assembly at 12:10 hours of Monday, February 21 of 2022.

President of the Assembly

Secretary of the Assembly

Roman Stefaniw

Christian Armando Cortes Estrada