

| PROPERTY MANAGEMENT COMPARISON WORKSHEET | | | | |
|--|---|---|---|---|
| | Association | Cedar Management Group | FirstService Residential | Clark Simon Miller HOA Management of Eastern NC |
| Functional Areas | | | | |
| AMAs Projection for 2026-2027 @ 85% | \$93,925.00 | | Financial Only \$61,740.00 | |
| Property Management Fees Monthly/Yearly | | \$8,500.00/\$102,000.00 | \$11,147.50/\$133,770.00 | \$5,200.00/\$62,400.00 |
| Administrative | | | | |
| Staffing | Volunteer Staff | Professional Staff | Professional Staff | Professional Staff |
| Full Accounting Services | Bookkeeping/Treasurer | Yes | Yes | Yes |
| Collections | Collection Agency/Internal | Yes | Yes | Yes |
| CPA | Pay for Services | Yes | Yes | Assist CPA |
| Budget Planning | Finance Committee | Yes | Yes | Yes |
| Property Owner Records | Secretary | Yes | Yes | Yes |
| Communication with Property Owners | Facebook/APOA Website/Monthly Meetings/Newsletter | Yes | Mass Communication and education plan | Yes |
| Property Owner Portal | No | Yes - Account and Payment Portal | Yes - Account and Payment Portal | Yes |
| Board of Directors Portal | No | Yes | Yes | Yes |
| Enforcement | Limited | Yes | Yes | Yes |
| Long-Range Planning | Vice-President | Yes | Yes | Yes |
| Banking & Checks | Local Bank/ Board Members | Company Bank | Company Bank | Company Bank |
| Insurance | Local Insurance | Coverage Assistance | Coverage Assistance | Coverage Assistance |
| Legal | Limited | Legal Team | Legal Team | No |
| Violation Enforcement | Limited | Structured 3 notices, hearing, lien/foreclosure | Structured 3 notices, hearing, lien/foreclosure | No |
| Clubhouse Management | Board Member | Online Scheduling, Deposits and Payments | Online Scheduling, Deposits and Payments | Not Specified |
| Financial Software | QuickBooks | Company software | Company software | Company software |
| Fob Administration | Yes | Yes | Yes | Not Specified |
| Subdivision Inspections/Compliance | Limited | Yes | Yes | Not Specified |
| Files | Paper Files/Some scanned | Digital | Digital | Financial Documents only |

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|----------------------------------|-----------------------------|------------------------|------------------------|----|
| Building Control | | | | |
| Building Permit | Board Member | Yes | Yes | No |
| Emergency Maintenance 24/7 | No | Yes | Yes | No |
| Public Works | | | | |
| Maintenance | Board Member | Managed by the Company | Managed by the Company | No |
| Vendor Management | Three Estimates per By-Laws | Vendors are vetted | Vendors are vetted | No |
| Ecology & Landscaping | | | | |
| Park | Board Member | Managed by the Company | Managed by the Company | No |
| Parks & Rec. | | | | |
| Community Activities | Board Member | *Not Specified | *Not Specified | No |
| | | | | |

* Internal activities and should be included in the APOA budget.