



Ms. Houti  
James, McElroy & Diehl, Esqs

March 8, 2021

This letter is in response to your "For Rule 408 Settlement Purposes Only" letter we received last week. I want to start out by saying:

During Marjorie's management of our Associations, approximately \$349,320.00 was stolen out of our associations and the investigation is still ongoing.

|                                      |              |
|--------------------------------------|--------------|
| Riverwalk River District Association | \$7653.00    |
| Riverwalk Master Association         | \$241,505.00 |
| Riverwalk Commercial Association     | \$41,060     |
| Riverwalk Residential Association    | \$59,102.00  |

Marjorie Vincent was hired on 5/11/2020 to be Community Manager. She never took on the POA portion of her job which was discussed several times with her

1. Her employment agreement included salary of \_\_\_\_\_ and vacation that accrued at .833 days per month. As of 11/11 she accrued 5 days (40 hours). She was approved for 1 ½ days of vacation (7/24, 9/4).
2. Her employment agreement noted that additional personal days will be mutually agreed upon in order to be supportive of family activities. (this is not paid nor is it noted that it is paid)
3. Her employment agreement did not include a phone allowance. We, GRHDR, paid for a GoDaddy line which is a phone application that is in no correlation to her phone number and no extra charge to the user (Marjorie).
4. Part of the employment onboarding is a company handbook. Even though this is a right to work state, we include a page (page 34) in our handbook for signature noting this.
5. GRHDR was made aware on 9/11 that Marjorie was going to have knee surgery.
6. GRHDR was made aware that Marjorie's surgery was scheduled for 10/29 on 9/30.
7. Marjorie put in a request to "work from home" the week prior to her surgery noting "quarantine". This was never approved. This is a hands-on job and 8 weeks were already noted as being absent. Marjorie did not show up 10/23-10/28 assuming she would be paid without any approval.
8. Marjorie never acquired the proper documentation (signature on time off request) for the 8 weeks off due to surgery.
9. \_\_\_\_\_ surgery
10. Fearful of "losing her job" comment is not accurate as she requested in an email 9/28, she states that she doesn't want anyone working on HOA as she feels she has gotten it "Nwhere it is" and has plans to do the work (aka emails, calls, drive throughs of the property, etc.)

9. We, GRHDR, were never notified of Marjorie being on site to check the project.

Therefore, we cannot confirm this was ever done.

11. GRHDR never had short term disability. Marjorie worked with Lisa Hill and Eric Hart (both who are no longer employed with our company due to fraudulent behavior) to initiate the purchase of this service for Marjorie. Without being approved by the owner, this benefit was put in place in October.

12.

13. There is no approval of purchases for welcome bag gifts.

14. There was no phone reimbursement included in her compensation in her employment agreement.

I have several documents that we can discuss regarding her negligence in her job. She failed to set up Yardi correctly therefore causing total chaos when trying to bill properly. Not only was the software not set up correctly, residents were not set up correctly causing billing errors. Some residents were set up monthly not annually. Payments were received incorrectly even after discussion - not all check numbers were correct, some amounts were not correct, some applied to the wrong association, some were not received at all.

CC&R's were not read, understood, or followed. Marjorie spent several hours behind closed doors with the former CFO "getting their budgets together" which never came to fruition. Part of Marjorie's job was analyzing monthly financial reports. To be clear, we are in the middle of a federal investigation against Lisa Hill, former CFO, as she embezzled hundreds of thousands of dollars out of the Association accounts from May 2020-December 2020. The majority stolen when Marjorie was in charge. If she were doing her job, this would have been caught.

Again, Marjorie spent several hours behind closed doors with the former CFO, Lisa Hill. I have also attached a memo we found in our CFO's emails that the FBI now regarding a document falsifying court mandated community service hours.

Marjorie was paid through 11/7 with & Houff being paid and in violation. She then received her first STD payment for pay period 11/12-11/19 which was not in compliance with the 2 week wait period.

To be clear, we dispute this lawsuit. There are several other documents in our possession to review.

We can discuss further if you would like.

Respectfully,

Debbie McMillan

