

Woods Manor Condominiums
December 2011

Dear Woods Manor Unit Owner:

Please take a few moments to read the information enclosed. Enclosed you will find the following:

1. Statement/Invoice for January 2012 monthly unit dues at the Woods Manor Condominiums.
2. Woods Manor Association 2012 adopted budget.
3. A contact list for all WM whole unit owners. Please review your information and provide updates to Four Seasons (contact information below).
4. Meeting Packet and **draft** minutes of the last Annual Homeowners Association Meeting held on July 16, 2011.

Woods Manor will have its 27th birthday next year. We have accomplished many capital improvements over the years but there are a few more major projects that will need to be considered in the near future. Asphalt has a life span of 20 years, yearly patch repairs or total replacement will be needed. Other anticipated projects include: the concrete walkways from Bldg. A&B to the clubhouse, unit balconies and railings, and the clubhouse back deck and retaining walls. Increasing the reserve funds, as approved in the 2012 budget, will decrease the likelihood of requiring assessments to solely fund these capital improvements.

The Board will meet in January to work on the Long Term Capital Improvement Plan and reserve account funding. The projected 2011 year end reserve budget is only \$3,643.

Monthly dues and any other past due amounts are due the first day of each month. Any unpaid balance will be assessed a \$25 late fee every month if not paid by the 15th day of the month the funds are due until the balance is \$0. Thank you for sending in your unit's due amounts in a timely manner!

Please mail your payment to: Woods Manor Association, PO Box 4863, Breckenridge, CO 80424, along with any Owner information updates.

Feel free to contact Four Seasons on 970-453-1403 during office hours 9 – 5 Monday thru Saturday, or email to Stevee@colorado.net or Bobs@colorado.net about payment or check-in information. Woods Manor Condominium's website located is located at www.woodsmanorcondos.com.

Happy Holidays,

Woods Manor Board of Directors

WOODS MANOR CONDOMINIUMS
P.O. BOX 4863
BRECKENRIDGE COLORADO 80424