

**Woods Manor Condominiums  
December 2012**

Dear Woods Manor Time Share Owner:

Last fall Woods Manor had expenditures beyond the 2012 budget to fund: elevators hoist-way door restrictors (required by the Town of Breckenridge), back flow preventor for the sprinkler system and hot tub repairs. These projects were funded by a special assessment totaling \$13,448.00. Reserves paid the time share portion of the assessment (\$3,362.00). Additionally, the asphalt drive/parking lot has been repaired (\$8,432.50), funded from WMA reserves.

Time share reserves also funded unit interior painting (\$8,200.00) and new unit furnishing (bed mattresses, living room sofas and side chairs, \$19,997.3).

The Woods Manor Board has finalized its work on the 2013 operating and reserve budgets. Time share owners not paying their yearly dues totals \$19,442.00. Weeks owned by the Association totals \$4,503.00. These amounts are stated on the "Expense" part of the 2013 Operating Budget. The Woods Manor insurance policy increased by \$3,748.00. The yearly \$40,692.00 reserve will be reallocated for 2013: \$27,692.00 to the Operating Budget and \$13,000.00 to the Reserve Budget. Thus, the average time share week dues will increase by 3.41% to balance the Operating Budget.

Time Share reserve expenditures planned for 2013: unit remodels \$17,167.00, legal work associated with time share titles \$15,000.00 and furniture replacements \$3,000.00

Major 2013 projects that will be funded from WMA's Reserves Budget include sealing the asphalt (\$4,665.) and unit window repairs (\$12,500.).

Enclosed are the following:

1. Statement/Invoice for your January 2013 unit dues.
2. 2013 adopted Operating and Reserve Budgets.
3. Ten Year Reserve Needs Projection Plan.
4. Meeting Packet and draft minutes of the Annual Homeowners Association Meeting held on July 7, 2012 (for owners that were not in attendance).
5. A calendar of time share dates for individual weeks, weeks are Sat.- Sat.

Maintenance fees and any other past due amounts are due January 1, 2013. Any unpaid balance will be assessed a \$25 late fee every month on the 15th until balance is \$0. Owners with a balance due will not be allowed to occupy a unit until their balance is paid in full. Any week's owner with a balance may be turned over to a collections agency and/or lawyers for collection. Collection fees of delinquent owners are bill to the timeshare owner.

Please mail your payment to: Woods Manor Interval Association, PO Box 4863, Breckenridge, CO 80424 along with any Owner information updates (name, address, email, telephone numbers).

If you plan to spacebank your week for 2013, 2014, or future years, please note that you must pay maintenance fees in an amount equal to the most recent maintenance fees before your spacebank request will be approved.

Check-in information: Timeshare owners will need to check-in with Four Seasons Lodging at 424 S. Ridge Street, Breckenridge, to receive information and unit keys before going to Woods Manor. Arrivals after 5PM, on Sundays or when the office is not staffed will find check-in information at the Four Seasons office door.

Contact Four Seasons on 970-453-1403 during office hours 9 – 5 Monday thru Saturday, or email to [Stevee@colorado.net](mailto:Stevee@colorado.net) or [Bobs@colorado.net](mailto:Bobs@colorado.net) about payment information.

Woods Manor Condominium website is [www.woodsmanorcondos.com](http://www.woodsmanorcondos.com). Website information includes: policies, WM Declaration, By-Laws, meeting minutes, budgets, contact information and more.

Happy Holidays,  
Woods Manor Board of Directors

