

This letter was mailed to all Stagecoach Property Owners on December 1, 2019

2020 STAGECOACH PROPERTY OWNERS ASSOCIATION ANNUAL ASSESSMENT

PLEASE READ CAREFULLY – Attn: THERE IS A NEW SUBMITTAL ADDRESS FOR PAYMENTS ON YOUR STATEMENT
You will receive a separate statement for each of your lots due to outsourcing of the annual billing mailing. If you have multiple lots you can send in one check, but need to include ALL stubs

Dear Property Owner:

Enclosed you will find your invoice for the 2020 Stagecoach Property Owners Association annual assessment. The annual assessment is used to promote the recreation, health, safety and welfare of property owners in the Stagecoach community and for the improvement and maintenance of the Stagecoach common areas. For 2020 the Association's annual assessment will be \$125.00 for each lot within the Stagecoach community. The 2020 annual assessment covers the period January 1, 2020 to December 31, 2020. The annual assessment of \$125.00 is comprised of two components. The first component is the amount which funds the annual operating costs of the Association and the second amount funds the reserves/project funds of the Association. The Operational and Reserve Budgets can be found on pages 3 and 4 of this mailing. The two components of the 2020 annual assessment are shown below:

	<u>Operations</u>	<u>Reserve/Projects</u>	<u>Total</u>
All SPOA Subdivisions	\$50.00	\$75.00	\$125.00

Please note your invoice may be for an amount greater than or less than the 2020 annual assessment if there are unpaid amounts or overpayments from prior periods. Please pay the total amount due as shown on your invoice. The payment of your annual assessment is **due on January 1, 2020** and is considered late 30 days after the due date. Assessments not paid within 30 days of the due date shall incur a finance charge on the outstanding balance. Additional information on the collection of unpaid assessments can be found in the Association's Responsible Governance Policy documents, a copy of which are available online at www.stage-coach.com.

On page 2 you will find a second letter outlining the options for paying your assessments. You can send in a check or pay online through the website or through your bank. If paying online, you will need to pay separate for each account. For paying through Bank Bill Pay, any check must be one per lot with the account number on the check.

Please review the information (owner's name and address) shown on your invoice(s) and submit any changes to the Association's community manager to ensure correct posting. We must have proper legal documentation to change, add or remove owner names. If you have questions, please contact the Community Manager through any of the below sources.

By Mail: Stagecoach Property Owners Association – Please Remit payment to the NEW address. Not this one.
c/o Steamboat Association Management
675 Snapdragon Way Suite 100
Steamboat Springs, CO 80487

By E-mail: bAyer@steamboatassociations.com

Phone: 970-875-2810

STAGECOACH PROPERTY OWNERS ASSOCIATION

Steamboat Association Management
675 Snapdragon Way Suite 100
Steamboat Springs, CO 80487

Dear SPOA property owner,

Steamboat Association Management does provide an Owners Association Webpage which allows SPOA owners access to your account information, pertinent documents as well as the ability to pay your annual assessment online.

To gain access to your online account, please type www.steamboatowners.com in your web browser and enter your account number and password.

You will find your account number and password on your assessment statement included on your statement. The account number is a five-digit number and your initial password is right next to it. You can change your password once you are logged in to your account.

To make a payment, go to the **E-PAY** tab. If you have multiple accounts, to pay online, **you need to pay each account separately**. You will need to log out and then log back in with the new account and password. Please be aware that there is a nominal charge for this service of \$1.95 for an e-check payment (direct payment through your checking account) or a 2.95% charge for the use of a credit card for each payment made.

You are still welcome to send in a check for payment of your assessments. Please note the new remittance address on the statement. **You must include the stub for payment. If you have multiple lots, you may write one check, but you must include the payment stub for each lot. For paying through a Bank Bill Pay, any check must be one per lot with the account number on the check.**

A listing of account numbers is very important to assure payments are applied correctly. If you have any questions in regards to the webpage access or the process, please call the Manager at 970-875-2810.

Sincerely,

Bryan Ayer

Bryan Ayer

SPOA Association Manager

bAyer@steamboatassociations.com

2020 Operating Budget

At the Board of Directors meeting on November 16, 2019 the Board voted to adopt the following operating budget for FY 2020. The operating budget reflects the ongoing and recurring costs of the Association. The operating budget does not reflect spending for asset acquisitions, reserve funding, or specific improvement/maintenance projects undertaken which are reflected in the project/reserve fund.

	Operating Budget			
	FY2020 Budget	FY 2019 Forecast	FY2019 Budget	
<u>Operating Income</u>				
Member Operating Assessments(\$50 of \$125 Assessment)	\$ 111,531	\$ 106,805	\$ 107,200	
Reserve for Uncollectible/Bad Debt	(1,000)	(963)	(1,000)	(1)
Member Operating Assessments (Net)	\$ 110,531	105,842	\$ 106,200	
Total Other Income	\$ 6,260	8,903	\$ 6,000	
Total Operating Income	\$ 116,791	114,745	\$ 112,200	
<u>Operating Expenses</u>				
Management Services	\$ 84,264	83,000	\$ 83,000	(2)
Prof Services - Legal	1,000		1,000	
Prof Services - Accounting	4,325	5,125	3,000	(3)
Prof Services - Other	250	206	500	
Insurance	2,697	2,759	2,500	
Dues, Licenses, & Compliance	80	80	-	
Meetings - Board	2,600	3,167	2,400	
Meetings - Board Travel	600	525	600	
Annual Meeting	2,500	2,470	2,500	
Bank Charges	75	61	200	
Newsletter	-		100	
Office Supplies	500	389	1,000	
Postage	2,400	2,972	2,000	(4)
HO - Communications	3,500	3,453	1,400	(5)
Website Fee	2,000	2,009	2,000	
Utilities - Water/Sewer	3,000	1,509	3,000	
Grounds Maint. - Parks & Playgrounds	1,500	1,615	1,500	
Grounds Maint. - Other	1,000	626	1,000	
Grounds Maint. - Trail Systems	4,500	4,588	4,500	
Total Cash Operating Expenditures	\$ 116,791	\$ 114,554	\$ 112,200	
Total Operating Surplus/Deficit	\$ -	\$ 191	\$ -	

Assessment Year	<u>FY2020</u>	<u>FY2019</u>
Operating Assessment to Achieve Balanced Budget	\$ 50.00	\$ 47.96
YOY% Increase/(Decrease)	15%	(8.4%)

Notes:

- (1) Based on review of aged receivables - used to build appropriate AR reserve on balance sheet
- (2) Contract Renewal with Steamboat Association Management (SAM) reflects 3% price increase effective
- (3) Reflects increase to Prof Services Accounting due to cost increase for yearly Financial Review
- (4) Reflects increase due to historical cost reflection
- (5) Reflects increase due to historical cost of mailing for notice of Annual meeting and Annual billing

Reserve/Projects Fund

In addition to the annual operating cost of the Association, the Association maintains and expends funds from its general reserve for specific projects and initiatives as well as unexpected expenses. These projects and initiatives benefit the Stagecoach community and our membership and may include common area development and maintenance, road infrastructure repair and maintenance, wildfire mitigation and community development activities. Outlined below is the Association's forecasted 2020 reserve/project fund activity and balances.

Note: All amounts have been rounded to nearest \$1,000 for ease of presentation

	<u>2020</u> Forecast <u>as of 11/2019</u>
Forecasted Reserve/Project Fund Balance -	\$ 464,088
Plus: Project/Reserve Funding (2020 = \$75.00 of total \$125 Assessment)	167,100
Transfer (to)/from Operating fund	-
Total Forecasted Income (2019 Balance + Reserve Assessments)	\$ 631,188
Less: Board Approved Expenditures	
Wildfire Mitigation	40k
Road Infrastructure - Road Work/Drainage/Surveying/Reimbursements	40k
Community Development - Grants/Partnerships	6k
Common Area Trail Systems - Master Trail Plan/Building	16k
Common Area Signage	2k
Legal Projects	1.5k
Community Infrastructure	4k
Community Center	<u>25k</u>
Total Projected Expenses	134.5k
Addition to Money Reserved for Future Capital Projects	33k

Note: The Reserve/Project fund balance outlined above does not include the restricted road funds held by the Association for the benefit of property owners in Horseback, Morningside and South Shore. As of September 30, 2019, the total balance of these restricted funds is \$150,648