

**STAGECOACH PROPERTY OWNER'S ASSOCIATION, INC.  
MANAGER'S REPORT  
DECEMBER 27, 2004 BOARD MEETING**

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*Management and Associates will be closed from noon on December 24<sup>th</sup> until January 3<sup>rd</sup> at 8am. Our emergency line will be in operation throughout this time.*

**FINANCIAL SUMMARY**

As of 12/21/04

- Pre-pays for 2005                      \$15,0855
- An introductory letter along with maintenance fee coupons for 2005 was mailed to all residents on November 23<sup>rd</sup>.
- Collections attorney Mankin is recommending that the Board wait until the next payment cycle to consider placing liens on nine individuals. This is due to the fact that these individuals have a history of paying at the last moment.
- We are holding onto vendor invoices until we receive December financial report (through the 9<sup>th</sup>) from Melrose Management. This will prevent duplication of payments, and allow M & A to set up proper billing addresses.

**OPERATIONS**

- Weekly site visits are usually done on Mondays. This visit cites deed violations and common ground issues.
- **DEED RESTRICTIONS AS OF 12/21/04 THE FOLLOWING ITEMS ARE OPEN:** Commercial vehicle parking (1), Landscape (7), Basketball hoop lying in yard (1)
- 10 items deed violations were closed on the December 20<sup>th</sup> inspection
- An irrigation repair work order in the Santa Fee area was called in to Raymow on 12/10.
- All payroll information was delivered on 12/20 to the staff of Stagecoach.
- Dog cleanup station supplies were delivered to the Recreation Center on 12/20. The previous management company ordered these supplies, under direction from the Board.
- The Board of Directors will need to consider the renewal of the Raymow landscape maintenance contract.
- The Stagecoach Annual meeting mailout will be sent on December 24<sup>th</sup>.
- Property manager met with Larry Latimer Branch Manager of Raymow on December 20, in order to become familiar with the project.

Submitted by  
Tom Picciano- Property Manager