

## NOTICE OF ASSESSMENT

### 2012 Operating Budget Approved

November 2011

Enclosed you will find the Association's 2012 operating budget and other important information about our Association and community. The budget was carefully prepared by taking into consideration cost increases, past expenditures and the Association's long-term maintenance and replacement needs.

Your payment coupon(s) and return envelope(s) for use in remitting the maintenance assessment is enclosed. Please check all information printed on the coupon(s) for accuracy, as we want to make certain that the Association's records reflect the proper property owner's name(s) and mailing address. Should the information differ from that shown on the attached, please advise our office in writing so that our records may be updated, or go to [www.sentrymgt.com](http://www.sentrymgt.com) to complete a change of address form.

#### **PLEASE NOTE – YOUR ACCOUNT NUMBER HAS CHANGED**

The association is now banking with Smartstreet®, a division of RBC Bank. Smartstreet focuses on the special requirements of communities like yours from association banking services to homeowner services. The coupon(s) reflect your **NEW** account number, the date payment is due, the payment amount, the property address, and the late fee charged by the Association for payments not received by the due date. Please make your check payable in US funds to the Association name as printed on the coupon, NOT Sentry Management. Enclose the correct payment coupon with your check to ensure your account is properly credited. Do not send post-dated checks as payments are deposited by automated equipment.

Homeowners that use their bank's online bill-pay service will need to verify that the due date and assessment amount are correct, as well as **change the account number and address** in their online banking bill-pay account profile to reflect the new information listed on the coupon. The account number must include the full 16-digits and the payment center address is P.O. Box 105302 - Atlanta, Georgia 30348-5302.

If you are currently using direct debit through our office, you do not need to take any action as the maintenance assessment will continue to be drafted automatically in the amount shown on the coupon.

The reverse of this notice outlines new available online payment center options and registration instructions. These include eCheck payments and credit card payments, as well as AutoPay. The eCheck service replaces Rent-Payment and is available at no charge. Any future scheduled Rent-Pay payments will automatically be cancelled.

We hope that the enclosed budget information is helpful in your understanding the financial operations of your community and we look forward to working with you and your Board of Directors for another great year.

Enclosures: Payment Coupon(s), 2012 Budget, 2012 Meeting Schedule

Posted to Website at [gilbertranch.com](http://gilbertranch.com): 2012 Budget and Meeting Schedule

**SENTRY MANAGEMENT, INC.**  
**ASSOCIATION WEBSITE ACCESS/PAYMENT OPTIONS**

Sentry Management, in partnership with Smartstreet bank services, has created an Association website format for its client association members to have easy access to forms and governing documents, and to schedule online payments by eCheck or credit card. The website is secure and only members of your community association have access to the information displayed. Access to each registered user's profile is limited to the registered user by login and confidential password, generated by the user.

**Registration/Access ([www.sentrymgt.com](http://www.sentrymgt.com))** - Choose *Homeowners/Payments* button and then choose the Sentry office location from which your association is managed and click on *Community Websites/Payment Center*.

You will be prompted to enter the 16-digit account number provided to each homeowner on the payment coupon(s) mailed at the beginning of the year and to new owners throughout the year. The full 16-digit account number is needed to properly identify your account.

Click *FIND* to validate your account number and the account owner name(s) should be displayed. If correct, select the account with a mouse click to access the Smartstreet web server.

If this is the first time you have logged in to your website, you will need to register and then secure your password. A registration page is displayed for the user to enter an email address and password. The registration page displays the owner name(s) and property address on file. Complete the required fields and click *SUBMIT* to be directed to the association's temporary home page. You will need to log in with the email address and password entered on the initial registration page; asked to establish security questions for your account; and verify your login and password to permanently secure your credentials. Your password must be, at minimum, 8 characters long in order to meet Smartstreet's security requirements. A combination of upper and lower case letters and at least one or more numbers is required.

Once registered, the user can make payments or view their individual account activity by utilizing the *Online Payments* button on the left menu bar or log-in to proceed to the association home page. At the home page, users can access the association documents and forms that have been posted, as well as view the directory or update their profile information. Choose *Contact Us* to email your Community Association Manager.

**Payment Coupons ([customerservice@sentrymgt.com](mailto:customerservice@sentrymgt.com))** - Your association provides payment coupons for your use in remitting assessment payments by mail. If a Special Assessment is passed, separate coupons will be mailed to the membership. Replacement coupons may be ordered online or you may contact the customer service team at 800-932-6636 ext 402.

**AUTOPAY ([autopay@sentrymgt.com](mailto:autopay@sentrymgt.com))** - AUTOPAY is a convenient method to make your assessment payment(s) automatically. Sentry Management will debit the account you specify at the payment frequency established by the Association. Special assessments which may become due are also debited through AUTOPAY. There is no charge for this service but the account must be current to register. To initiate AUTOPAY for your account(s), please contact [autopay@sentrymgt.com](mailto:autopay@sentrymgt.com) or the customer service team.

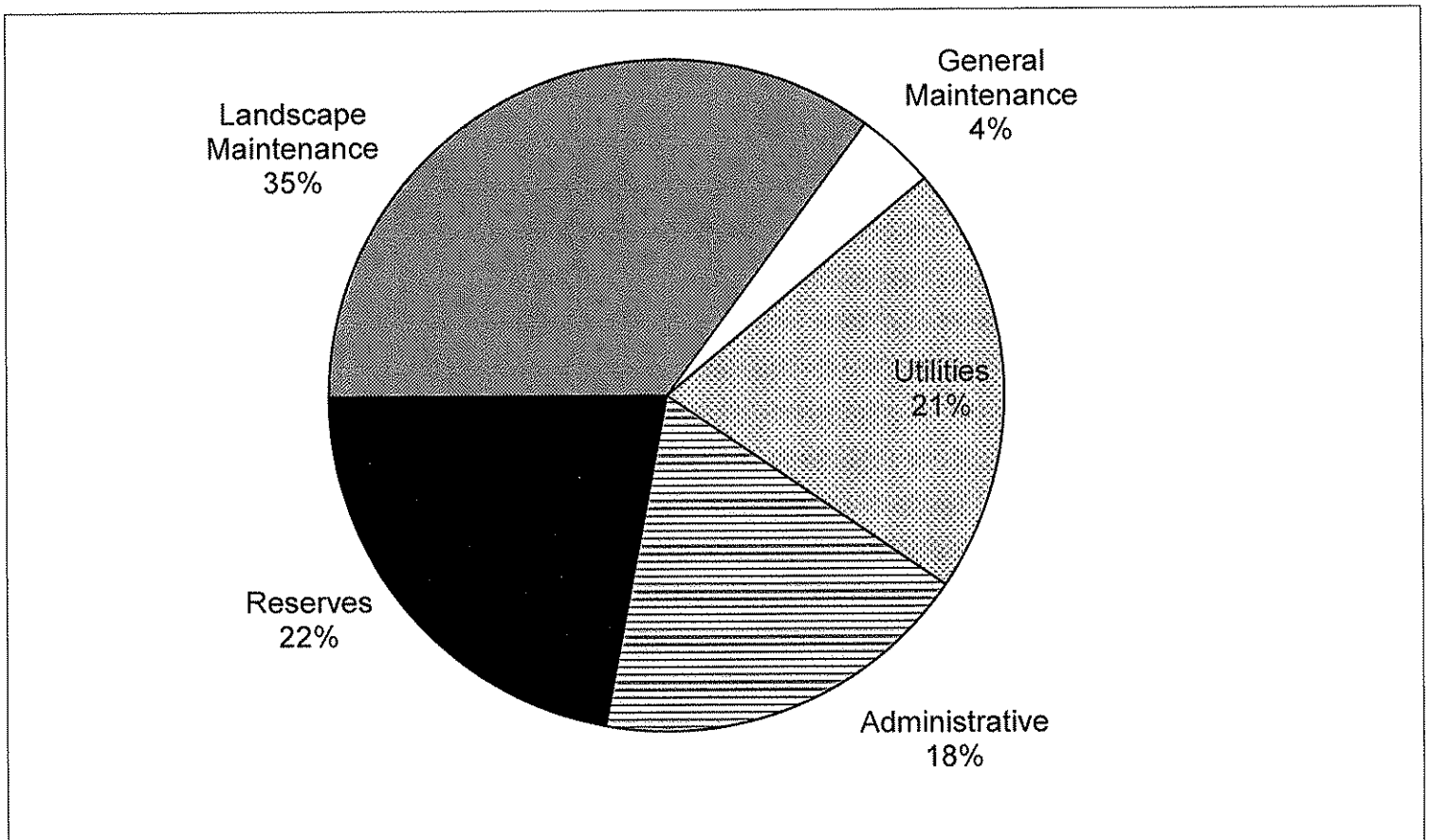
**Bill-Pay Services** - If you utilize your own personal bill-pay service to make your payments for you, you will need to provide the service with the payment address, your 16-digit account number, the association name and assessment amount, all shown on the payment coupons.

**Association Website Online Payments/View Account Activity** - Each Sentry-sponsored association website has an *Online Payment* option for community members to view their account activity and make immediate payments, or to set-up a recurring payment schedule, through Smartstreet. Payments can be made by eCheck, at no charge, or by Mastercard, Discover or American Express, at a charge of \$9.95. There is also an option to view your account activity at the Payment Center. You will not be required to make a payment but you will need to login and choose a payment option (1, 2 or 3) in order to access your account. Click ***View Ledger Card*** to see charges and payments.

## GILBERT RANCH HOMEOWNERS' ASSOCIATION 2012 BUDGET

Total Project: 678 Lots

	Quarterly Budget Per Lot	Annual Budget Per Lot	Total Annual Budget
<b><i>Landscape Maintenance</i></b>	\$61.37	\$245.49	\$166,440.00
<b><i>General Maintenance</i></b>	\$6.73	\$26.90	\$18,240.00
<b><i>Utilities</i></b>	\$36.14	\$144.54	\$98,000.00
<b><i>Administrative</i></b>	\$32.16	\$128.64	\$87,217.50
<b><i>Reserves</i></b>	\$38.61	\$154.43	\$104,702.50
<b>Total</b>	<b>\$175.00</b>	<b>\$700.00</b>	<b>\$474,600.00</b>



# **GILBERT RANCH HOMEOWNERS' ASSOCIATION BOARD OF DIRECTORS 2012 MEETING SCHEDULE**

The Gilbert Ranch Homeowners' Association Board of Directors has scheduled its 2012 meetings to be held on the following dates.

**January 5**  
**February 2**  
**March 1 (Annual)**  
**April 5**  
**May 3**  
**June 7**  
**August 2**  
**September 6**  
**November 1**

Meetings start at 6:30 p.m. and are held at:

San Tan Ford  
1429 E. Motorplex Loop  
Gilbert, AZ 85297

Homeowners who desire to attend a Board meeting or to have a topic placed on the agenda should call Sentry Management of Arizona at 480-345-0046 at least 10 days prior to the meeting to make arrangements.

Changes to this meeting schedule will be posted on the Gilbert Ranch website [www.gilbertranch.com](http://www.gilbertranch.com).