

2019 Budget (Approved 11/07/2018)

	SF	TH	Villas	
<b>Budget Worksheet Assessment</b>				
	<b>73.00</b>	<b>96.00</b>	<b>55.00</b>	
<b>Current Assessment</b>	<b>71.00</b>	<b>94.00</b>	<b>53.00</b>	
<b>2019 Increase</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	

GL	Description	Proposed 2019	Approved 2018	Single Family PUPM	Town Home PUPM	Villa PUPM	Roll over to 2019
4101	Single Family Assessment	1,111,644	1,081,188	73.00			
4102	Townhouse Assessments	1,345,536	1,317,504		96.00		
4103	Countryside Villas Assessments	67,320	64,872				55.00
4109	Assessment Pipestem	16,116					
4400	Late Fee Income (Administrative costs)	8,176	6,500	0.27	0.27		0.27
4404	Legal Fee Income	3,000	4,500	0.10	0.10		0.10
	Administrative Fee	5,000		0.16	0.16		0.16
4500	Interest-Operating	3,000	1,500	0.10	0.10		0.10
4600	Clubhouse Rental	1,800	2,000	0.06	0.06		0.06
4606	PUD Fees	-	255	0.00	0.00		0.00
4609	HOA Documents	35,000	30,000	1.15	1.15		1.15
4620	Guest Pool Passes	8,000	8,000	0.26	0.26		0.26
4623	Pool Pass Replacement	1,200	1,000	0.04	0.04		0.04
4735	CRC Events	950	900	0.03	0.03		0.03
4760	Newsletter Advertising	10,500	12,000	0.34	0.34		0.34
4806	Post-closing fees	7,500	6,500	0.25	0.25		0.25
4827	Prior Year Surplus applied	-	-	0.00	0.00		0.00
4700	Tennis Income	-	4,000	0.00	0.00		0.00
4900	Miscellaneous Income	600	200	0.02	0.02		0.02
4901	Rental Registration	2,500	2,500	0.08	0.08		0.08
<b>Total Revenue</b>		<b>2,627,842</b>	<b>2,543,419</b>	<b>75.86</b>	<b>98.86</b>		<b>57.86</b>
<b>Administrative</b>		-					
5100	Bad Debt	3,700	5,100	0.13	0.13		
5101	Bank Charges	600	1,000	0.02	0.02		0.02
5102	Computer Software/Maintenance	3,000	3,000	0.10	0.10		0.10
5103	Bad Debt - Villas	-					0.00
5104	Website (contract)	1,000	500	0.03	0.03		0.03
5112	Commercial Umbrella Insurance	7,275	7,118	0.24	0.24		0.24
5113	Commercial Package/Liability Insurance	13,952	13,128	0.46	0.46		0.46
5114	D&O Insurance	2,500	1,800	0.08	0.08		0.08
5119	Vehicle Insurance	-		0.00	0.00		0.00
5116	Fidelity Bond	1,600	1,599	0.05	0.05		0.05
5120	Meeting	1,600	1,500	0.05	0.05		0.05
5121	Office Rent (contract)	42,900	67,191	1.41	1.41		1.41
5123	Newsletter Expense	1,500	5,000	0.05	0.05		0.05
5125	General Office Expense	7,500	7,500	0.25	0.25		0.25
5126	Office Furniture/Equipment	4,500	4,000	0.15	0.15		0.15
5127	Payment Coupons	3,000	3,100	0.10	0.10		0.10

<b>5128</b> Postage Expense	<b>11,170</b>	14,000	0.37	0.37	0.37
<b>5132</b> Printing & Reproduction	<b>6,500</b>	6,500	0.21	0.21	0.21
<b>5137</b> Federal Income Taxes	-	-	0.00	0.00	0.00
<b>5138</b> State Income Taxes	-	-	0.00	0.00	0.00
<b>5140</b> Property Taxes	<b>1,500</b>	1,750	0.05	0.05	0.05
<b>5147</b> Office/Cell Telephone Expense	<b>11,500</b>	11,220	0.38	0.38	0.38
<b>5148</b> Common Interest Community Board Fees (DPOR)	<b>1,100</b>	1,100	0.04	0.04	0.04
<b>5149</b> Self Help	<b>700</b>	700	0.02	0.02	0.02
<b>5151</b> Other expenses	<b>300</b>	200	0.01	0.01	0.01
<b>5199</b> Mileage	<b>300</b>	612	0.01	0.01	0.01
	<b>127,697</b>	<b>157,618</b>	<b>4.20</b>	<b>4.20</b>	<b>4.07</b>

<b>Professional</b>	-				
5200 Audit & Tax Preparation	7,500	7,500	0.25	0.25	0.25
5210 Community Management Fees (contract)	563,855	551,717	18.51	18.51	18.51
5220 Legal Expense-Collections	12,000	11,000	0.39	0.39	0.39
5221 Legal Expense-General	10,000	10,000	0.33	0.33	0.33
5222 Villas Legal Expenses (Collections)	400	400	0.01	0.01	0.01
	<b>593,755</b>	<b>580,617</b>	<b>19.49</b>	<b>19.49</b>	<b>19.49</b>
<b>Community Activities</b>	-				
5310 CRC Overtime	3,570	3,570	0.12	0.12	0.12
5311 Spring Fling	1,000	1,000	0.03	0.03	0.03
5312 Fall Fest	13,500	13,000	0.44	0.44	0.44
5315 Donations	2,250	2,600	0.07	0.07	0.07
5317 Holiday/Winter Celebration	1,100	1,100	0.04	0.04	0.04
5318 Holiday decoration recognition	500	500	0.02	0.02	0.02
5320 Spring Cleanup	50	25	0.00	0.00	0.00
5321 Family Fun Night#3	1,000	1,000	0.03	0.03	0.03
5325 Safety/Shred Events	1,200	1,000	0.04	0.04	0.04
5326 Pre-Teen Luau	600	525	0.02	0.02	0.02
5331 Countryside Concert #1	1,100	1,025	0.04	0.04	0.04
5332 Countryside Concert #2	1,100	1,025	0.04	0.04	0.04
5333 Family Fun Night #1	1,000	1,000	0.03	0.03	0.03
5334 Family Fun Night #2	1,000	1,000	0.03	0.03	0.03
5335 Volunteer Recognition	6,899	6,120	0.23	0.23	0.23
5336 Boo Fest	1,020	1,020	0.03	0.03	0.03
	<b>36,889</b>	<b>35,510</b>	<b>1.21</b>	<b>1.21</b>	<b>1.21</b>
<b>Common Area Utility</b>	-				
5406 Common Area/Entrance Electricity	3,532	4,100	0.12	0.12	0.12
	<b>3,532</b>	<b>4,100</b>	<b>0.12</b>	<b>0.12</b>	<b>0.12</b>
<b>Pool &amp; Community Center</b>	-				
7030 Clubhouse Cleaning (contract)	4,980	4,980	0.16	0.16	0.16
7043 Clubhouse/Bathhouse Repairs	6,300	4,000	0.21	0.21	0.21
7500 Pool Management (contract)	171,000	151,650	5.61	5.61	5.61
7501 Pool License	660	660	0.02	0.02	0.02
7510 Pool ID Cards & Supplies	1,400	1,664	0.05	0.05	0.05
7512 Pool Supplies	3,000	2,550	0.10	0.10	0.10
7520 Pool Repairs	10,000	13,000	0.33	0.33	0.33
7530 Replacement Pool Equipment	2,000	2,075	0.07	0.07	0.07
7540 Pool Furniture Repairs	500	250	0.02	0.02	0.02
7560 Pool Electricity	18,984	18,842	0.62	0.62	0.62
7561 Parkway Pool WiFi expense	1,128	975	0.04	0.04	0.04
7562 Pool Water & Sewer Expense	14,000	13,623	0.46	0.46	0.46
7564 Lifeguard incentives - monthly bonuses	500	500	0.02	0.02	0.02
7566 Head LGs & Pool Coordinator end of season bonus	850	850	0.03	0.03	0.03
7568 Pre-season LGs to open one pool one weekend early	2,000	1,200	0.07	0.07	0.07
Pool Conduit Covers	2,500		0.08	0.08	0.08
7569 Post-season LGs to open one pool one weekend after L	-	1,600	0.00	0.00	0.00

	<b>239,802</b>	218,419	<b>7.87</b>	<b>7.87</b>	<b>7.87</b>
<b>Common Area Maintenance</b>	-				
<b>5505</b> Materials & Supplies	<b>3,500</b>	3,766	0.11	0.11	0.11
<b>5540</b> Pest Extermination/Tick control	<b>115</b>	115	0.00	0.00	0.00
<b>5583</b> Maintenance Building	<b>145</b>	500	0.00	0.00	0.00
<b>5607</b> Vehicle Fuel & Repairs	<b>8,800</b>	8,813	0.29	0.29	0.29
<b>6055</b> Signs-Installation & Repair	<b>500</b>	500	0.02	0.02	0.02
<b>6070</b> Pet Station Supplies	<b>20,000</b>	18,955	0.66	0.66	0.66
	<b>33,060</b>	32,649	<b>1.09</b>	<b>1.09</b>	<b>1.09</b>

<b>Recreational Maintenance</b>	-				
8030 Tot-Lot Equipment & Repairs	1,100	765	0.04	0.04	0.04
8040 Paths & Walking Trail Maintenance	2,000	2,295	0.07	0.07	0.07
8050 Tennis Court Maintenance	1,000	1,500	0.03	0.03	0.03
	<b>4,100</b>	<b>4,560</b>	<b>0.13</b>	<b>0.13</b>	<b>0.13</b>
<b>Common Area Grounds</b>	-				
6100 Storm Damage/Removal	12,750	12,750	0.42	0.42	0.42
6125 Grounds Maintenance Program (contract)	234,960	228,216	7.71	7.71	7.71
6127 Additional Landscaping	70,000	70,000	2.30	2.30	2.30
6128 Tree Pruning/Removal	40,000	35,000	1.31	1.31	1.31
6128.1 Large Tree Removal replacement fund - 3260	-				
6129 Invasive Species Treatment	10,000	10,000	0.33	0.33	0.33
6140 Snow Removal Equipment (Trails)	3,000	2,550	0.10	0.10	0.10
6145 Single Family Trash Removal (contract)	276,556	270,602	18.16		
6150 Horse Pen Run	6,000	6,000	0.20	0.20	0.20
6153 Pond Maintenance	6,000	6,000	0.20	0.20	0.20
6154 Long-term tree services	38,000	12,000	1.25	1.25	1.25
Tree Survey by Arborist	3,000		0.10	0.10	0.10
6164 Pond Pump Overhaul	-	4,000	0.00	0.00	0.00
	<b>700,266</b>	<b>657,118</b>	<b>32.07</b>	<b>13.91</b>	<b>13.91</b>
<b>Townhouse Only Expenses</b>	-				
8540 Snow Removal	80,000	80,000		5.71	
8545 Trash Removal (contract)	177,765	173,939		12.68	
8556 Street Sweeping	6,700	6,273		0.48	
8558 Parking Administration (re-striping, numbering)	500	500		0.04	
8570 Towing Service	200	100		0.01	
8571 Tree Trimming & Removals	6,000	6,000		0.43	
8573 Mailbox maintenance	500	500		0.04	
	<b>271,665</b>	<b>267,312</b>	<b>0.00</b>	<b>19.38</b>	<b>0.00</b>
<b>Reserve Deposits</b>	-				
9140 General Reserves	295,617	281,314	9.70	9.70	9.70
9180 Townhouse Reserves	305,344	304,223		21.79	
9390 Pipestem Reserve Deposit	16,116	-			
	<b>617,077</b>	<b>585,537</b>	<b>9.70</b>	<b>31.49</b>	<b>9.70</b>
<b>Total Operating Expenses</b>	<b>2,627,842</b>	<b>2,543,440</b>	<b>75.87</b>	<b>98.88</b>	<b>57.58</b>
<b>Operating Profit/(Loss)</b>	<b>(0)</b>	<b>(21)</b>	<b>(0.01)</b>	<b>(0.02)</b>	<b>0.28</b>
<b>Reserve Income</b>	-				
4501 General Reserves	199,613	281,314			
4502 Townhome Reserves	227,500	304,223			
4503 Interest-General Reserve	-	4,064			
4504 Interest-Townhouse Reserve	-	4,565			
<b>Total Reserve Transfers</b>	<b>427,113</b>	<b>594,166</b>			

**Reserve Expenditures - General**

<b>Need GL</b>	Asphalt Restoration Project, Pool Facilities	<b>52,455</b>	Parking lot PW and LW
<b>Need GL</b>	Asphalt Full-Depth Repair & Crack Filling, Pool Facilities	<b>5,000</b>	CW
<b>Need GL</b>	Asphalt Footpaths	<b>92,000</b>	
<b>Need GL</b>	Par Course Station Replacement allowance	<b>14,538</b>	
<b>Need GL</b>	Shower Door Replacement	<b>5,000</b>	
<b>9801</b>	Parkway Pool Whitecoat	<b>5,000</b>	Wading Pool PW
<b>9852</b>	Horsepen Run Regravel	<b>6,000</b>	
<b>9556</b>	Stormwater Drainage Allowance	<b>15,000</b>	
<b>9555</b>	Office Furnishing and Equipment Allowance	<b>2,120</b>	
<b>9850</b>	Site Amenities Replacement Allowance	<b>2,500</b>	
<b>9498</b>	Interest on TH Reserves	-	
<b>9499</b>	Interest on General Reserves	-	
<b>Total Reserve Expenditures - General</b>		<b>199,613</b>	

**Reserve Expenditures - Townhouse (Per updated 2017 engineering report)**

<b>9554</b>	Asphalt Full-Depth Repair & Overlay - Asbury, Fairmont	<b>225,000</b>	raised from 215k study
<b>9557</b>	Curb and gutter repairs needed in conjunction with stree	<b>2,500</b>	
<b>Total Reserve Expenditures - TH</b>		<b>227,500</b>	

**Reserves Profit/(Loss)** -

**Reserve Allowances and Deferred Projects**

<b>GL</b>	<b>Project</b>	<b>Remaining balance as of 10/24/18</b>	<b>Townhouse or General</b>	
<b>9577</b>	Cromwell Pool Concrete Sidewalks	\$ 107.00	General	deferred 2020
<b>9577</b>	Concrete Pool Decks	\$ 3,469.00	General	deferred 2020
<b>9567</b>	Pressure Treated 6x6 sign posts and hardware	\$ 385.00	General	deferred 2020
<b>9852</b>	Horsepen Run Regravel	\$ 3,996.00	General	Partial done in 2019
<b>9575</b>	Street and Informational Signage Allowance	\$ 15,276.00	Townhouse	deferred 2020
<b>9801</b>	Parkway Pool Whitecoat	\$ 23,510.00	General	Portion Wading pool 2019
<b>9590</b>	Parkway Pool Meeting Room Furniture Allowance	\$ 3,101.00	General	deferred 2020
<b>9558</b>	Asphalt Footpaths	\$ 30,000.00	General	Portion used in 2019
<b>9850</b>	Site Amenities Replacement Allowance	\$ 3,320.00	General	Portion used in 2019
<b>9806</b>	Cromwell Main Pool pump & filters & chlorinator	\$ 15,373.00	General	deferred 2020
<b>9806</b>	Cromwell Wading Pool pump & filter & chlorinator	\$ 1,860.00	General	deferred 2020
<b>9801</b>	Parkway Main Pool pump & filters and chlorinator	\$ 12,224.00	General	deferred 2020
<b>9801</b>	Parkway Wading Pool pump & filter and chlorinator	\$ 1,860.00	General	deferred 2020

<b>9807</b>	Lindenwood Main Pool pump & filters	\$ 10,687.00	General	deferred 2020
<b>9807</b>	Lindenwood Wading Pool pump & filter and chlorinator	\$ 580.00	General	deferred 2020
<b>9586</b>	Maintenance Tools & Equipment Allowance	\$ 3,691.98	General	deferred 2020
	Storm Water Drainage Systems Allowance	37961		deferred 2020
	Cromwell Pool Whitecoat	29177		deferred 2020
	Cromwell Pool Coping	15216		deferred 2020
	Lindenwood Water heater	3231		deferred 2020
<b>9585</b>	Basketball Courts (Courts by shop)	\$ 11,360.00		deferred 2020
<b>9554</b>	Asphalt Full-Depth Repair & Overlay - Millard, Dorrell & Devon (Scheduled for 2019)	188000		deferred to 2020