

2020 Approved Nov

	SF	TH	Villas
<b>Budget Worksheet Assessment</b>	<b>\$76.00</b>	<b>\$99.00</b>	<b>\$57.50</b>
<b>Current Assessment</b>	<b>\$73.00</b>	<b>\$96.00</b>	<b>\$55.00</b>
<b>2019 Increase</b>	<b>\$3.00</b>	<b>\$3.00</b>	<b>\$2.50</b>

GL	Description	Approved 2020	Approved 2019	Single Family PUPM	Town Home PUPM	Villas PUPM
4101	Single Family Assessment	1,157,328	1,111,644	\$76.00		
4102	Townhouse Assessments	1,387,584	1,345,536		\$99.00	
4103	Countryside Villas Assessments	70,380	67,320			\$57.50
4109	Assessment Pipestem	16,922	16,116			
4400	Late Fee Income (Administrative costs)	9,244	8,176	\$0.30	\$0.30	\$0.30
4404	Legal Fee Income	5,828	3,000	\$0.19	\$0.19	\$0.19
4412	Administrative Fee	4,000	5,000	\$0.13	\$0.13	\$0.13
4500	Interest-Operating	3,625	3,000	\$0.12	\$0.12	\$0.12
4600	Clubhouse Rental	1,900	1,800	\$0.06	\$0.06	\$0.06
4609	HOA Documents	33,900	35,000	\$1.11	\$1.11	\$1.11
4620	Guest Pool Passes	8,500	8,000	\$0.28	\$0.28	\$0.28
4623	Pool Pass Replacement	1,070	1,200	\$0.04	\$0.04	\$0.04
4735	CRC Events	1,250	950	\$0.04	\$0.04	\$0.04
4760	Newsletter Advertising	4,238	10,500	\$0.14	\$0.14	\$0.14
4827	TH Surplus to be used	20,000	7,500		\$1.43	
4828	General Surplus to be used	80,000	-	\$2.63	\$2.63	\$2.63
4806	Post-closing fees	8,539	-	\$0.28	\$0.28	\$0.28
4900	Miscellaneous Income	750	600	\$0.02	\$0.02	\$0.02
4901	Rental Registration	2,950	2,500	\$0.10	\$0.10	\$0.10
<b>Total Revenue</b>		<b>2,818,008</b>	<b>2,627,842</b>	<b>\$81.44</b>	<b>\$105.87</b>	<b>\$62.94</b>
<b>Administrative</b>						
5100	Bad Debt	4,000	3,700	\$0.14	\$0.14	
5101	Bank Charges	730	600	\$0.02	\$0.02	\$0.02
5102	Computer Software/Maintenance	3,406	3,000	\$0.11	\$0.11	\$0.11
5103	Bad Debt - Villas	-	-			\$0.00
5104	Website Maintenance	1,300	1,000	\$0.04	\$0.04	\$0.04
5112	Commercial Umbrella Insurance	7,118	7,275	\$0.23	\$0.23	\$0.23
5113	Commercial Package/Liability Insurance	14,786	13,952	\$0.49	\$0.49	\$0.49

5114	D&O Insurance	4,980	2,500	\$0.16	\$0.16	\$0.16
5116	Fidelity Bond	1,519	1,600	\$0.05	\$0.05	\$0.05
5120	Meeting	1,600	1,600	\$0.05	\$0.05	\$0.05
5121	Office Rent (contract)	44,187	42,900	\$1.45	\$1.45	\$1.45
5123	Newsletter Expense	250	1,500	\$0.01	\$0.01	\$0.01
5125	General Office Expense	7,500	7,500	\$0.25	\$0.25	\$0.25
5126	Office Furniture/Equipment	5,000	4,500	\$0.16	\$0.16	\$0.16
5127	Payment Coupons	3,000	3,000	\$0.10	\$0.10	\$0.10
5128	Postage Expense	12,600	11,170	\$0.41	\$0.41	\$0.41
5132	Printing & Reproduction	6,500	6,500	\$0.21	\$0.21	\$0.21
5137	Federal Income Taxes	0	-	\$0.00	\$0.00	\$0.00
5138	State Income Taxes	0	-	\$0.00	\$0.00	\$0.00
5140	Property Taxes	1,514	1,500	\$0.02	\$0.05	\$0.05
5147	Office/Cell Telephone Expense	9,813	11,500	\$0.32	\$0.32	\$0.32
5148	Common Interest Community Board Fees (DPOR)	1,030	1,100	\$0.03	\$0.03	\$0.03
5149	Self Help	0	700	\$0.00	\$0.00	\$0.00
5151	Other expenses	197	300	\$0.01	\$0.01	\$0.01
5199	Mileage	300	300	\$0.01	\$0.01	\$0.01
		<b>131,330</b>	<b>127,697</b>	<b>\$4.32</b>	<b>\$4.32</b>	<b>\$4.18</b>
	<b>Professional</b>					
5200	Audit & Tax Preparation	7,750	7,500	\$0.25	\$0.25	\$0.25
5210	Community Management Fees (contract)	577,951	563,855	\$18.97	\$78.97	\$18.97
5215	Schedule B Management Fees	21,000	-	\$0.69	\$0.69	\$0.69
5220	Legal Expense-Collections	14,000	-	\$0.46	\$0.46	\$0.46
5221	Legal Expense-General	5,000	10,000	\$0.16	\$0.16	\$0.16
5235	Reserve Study	0	-	\$0.00	\$0.00	\$0.00
5222	Villas Legal Expenses (Collections)	150	400			\$0.12
		<b>625,851</b>	<b>593,755</b>	<b>\$20.54</b>	<b>\$20.54</b>	<b>\$20.66</b>
	<b>Community Activities</b>					
5310	CRC Overtime	2,000	3,570	\$0.07	\$0.07	\$0.07
5311	Spring Fling	1,000	1,000	\$0.03	\$0.03	\$0.03
5312	Fall Fest	13,500	13,500	\$0.44	\$0.44	\$0.44
5315	Donations	2,250	2,250	\$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	50	\$0.00	\$0.00	\$0.00

5321	Family Fun Night#3	1,000	1,000	\$0.03	\$0.03	\$0.03
5325	Shred Events	800	1,200	\$0.03	\$0.03	\$0.03
5326	Pre-Teen Luau	600	600	\$0.02	\$0.02	\$0.02
5327	Pool Safety Picnic	700	-	\$0.02	\$0.02	\$0.02
5331	Countryside Concert #1	1,100	1,100	\$0.04	\$0.04	\$0.04
5332	Countryside Concert #2	1,100	1,100	\$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	6,900	6,899	\$0.23	\$0.23	\$0.23
5336	Boo Fest	1,020	1,020	\$0.03	\$0.03	\$0.03
		<b>35,620</b>	<b>36,889</b>	<b>\$1.17</b>	<b>\$1.17</b>	<b>\$1.17</b>
	<b>Common Area Utility</b>					
5406	Common Area/Entrance Electricity	3600	3,532	\$0.12	\$0.12	\$0.12
		<b>3600</b>	<b>3,532</b>	<b>\$0.12</b>	<b>\$0.12</b>	<b>\$0.12</b>
	<b>Pool &amp; Community Center</b>					
7030	Clubhouse Cleaning (contract)	4,950	4,980	\$0.16	\$0.16	\$0.16
7043	Clubhouse/Bathhouse Repairs	6,635	6,300	\$0.22	\$0.22	\$0.22
7500	Pool Management (contract)	195,000	171,000	\$6.40	\$6.40	\$6.40
7501	Pool License	660	660	\$0.02	\$0.02	\$0.02
7510	Pool ID Cards & Supplies	1,600	1,400	\$0.05	\$0.05	\$0.05
7512	Pool Supplies	3,000	3,000	\$0.10	\$0.10	\$0.10
7520	Pool Repairs	10,000	10,000	\$0.33	\$0.33	\$0.33
7530	Replacement Pool Equipment	2,000	2,000	\$0.07	\$0.07	\$0.07
7540	Pool Furniture Repairs	500	500	\$0.02	\$0.02	\$0.02
7560	Pool Electricity	18,212	18,984	\$0.60	\$0.60	\$0.60
7561	Parkway Pool WiFi expense	1,296	1,128	\$0.04	\$0.04	\$0.04
7562	Pool Water & Sewer Expense	14,000	14,000	\$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
7585	Recycling Bins	325	2,000	\$0.01	\$0.01	\$0.01
7586	Shade Structures	25,000	2,500	\$0.82	\$0.82	\$0.82
7587	Shade Canopies	3,000	-	\$0.10	\$0.10	\$0.10
		<b>287,528</b>	<b>239,802</b>	<b>\$9.44</b>	<b>\$9.44</b>	<b>9.44</b>
	<b>Common Area Maintenance</b>					
5505	Materials & Supplies	3,750	3,500	\$0.12	\$0.12	\$0.12
5540	Pest Extermination/Tick control	115	115	\$0.00	\$0.00	\$0.00

5583	Maintenance Building	145	145	\$0.00	\$0.00	\$0.00
5607	Vehicle Fuel & Repairs	8,800	8,800	\$0.29	\$0.29	\$0.29
6055	Signs-Installation & Repair	500	500	\$0.02	\$0.02	\$0.02
6070	Pet Station Supplies	21,930	20,000	\$0.72	\$0.72	\$0.72
		<b>35,240</b>	33,060	<b>\$1.15</b>	<b>\$1.16</b>	<b>\$1.16</b>
	<b>Recreational Maintenance</b>					
8030	Tot-Lot Equipment & Repairs	1,100	1,100	\$0.04	\$0.04	\$0.04
8040	Paths & Walking Trail Maintenance	2,000	2,000	\$0.07	\$0.07	\$0.07
8050	Tennis Court Maintenance	1,000	1,000	\$0.03	\$0.03	\$0.03
		<b>4,100</b>	4,100	<b>\$0.13</b>	<b>\$0.13</b>	<b>0.13</b>
	<b>Common Area Grounds</b>					
6100	Storm Damage/Removal	25,000	12,750	\$0.82	\$0.82	\$0.82
6125	Grounds Maintenance Program (contract)	234,960	234,960	\$7.71	\$7.71	\$7.71
6127	Additional Landscaping	70,000	70,000	\$2.30	\$2.30	\$2.30
6128	Tree Pruning/Removal	50,000	40,000	\$1.64	\$1.64	\$1.64
6129	Invasive Species Treatment	7,500	10,000	\$0.25	\$0.25	\$0.25
6140	Snow Removal Equipment (Trails)	3,000	3,000	\$0.10	\$0.10	\$0.10
6145	Single Family Trash Removal (contract)	281,566	276,556	\$18.49		
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	38,000	\$1.25	\$1.25	\$1.25
	Tree Survey By Arborist	2,500	3,000	\$0.08	\$0.08	\$0.08
		<b>724,526</b>	700,266	<b>\$33.03</b>	<b>\$14.54</b>	<b>\$14.54</b>
	<b>Townhouse Only Expenses</b>					
8540	Snow Removal	80,000	80,000		\$5.71	
8545	Trash Removal (contract)	180,950	177,765		\$12.91	
8556	Street Sweeping	6,700	6,700		\$0.48	
8558	Parking Administration (re-stripping, numbering)	2,000	500		\$0.14	
8570	Towing Service	200	200		\$0.01	
8571	Tree Trimming & Removals	7,000	6,000		\$0.50	
8573	Mailbox maintenance	500	500		\$0.04	
		<b>277,350</b>	271,665	<b>\$0.00</b>	<b>\$19.79</b>	<b>\$0.00</b>

<b>Reserve Deposits</b>						
<b>9140</b>	General Reserves	<b>351,800</b>	295,617	\$11.55	\$11.55	\$11.55
<b>9180</b>	Townhouse Reserves	<b>324,141</b>	305,344		\$23.13	
<b>9390</b>	Pipestem Reserve Deposit	<b>16,922</b>	16,116			
		<b>692,863</b>	617,077	\$11.55	\$34.67	\$11.55
<b>Total Operating Expenses</b>		<b>2,818,008</b>	<b>2,627,842</b>	\$81.44	\$105.87	\$62.94
<b>Operating Profit/(Loss)</b>		<b>0</b>	(0)	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Reserve Income</b>						
<b>4501</b>	General Reserves	<b>522,117</b>	199,613			
<b>4502</b>	Townhome Reserves	<b>508,487</b>	227,500			
<b>4503</b>	Interest-General Reserve	<b>27,281</b>	-			
<b>4504</b>	Interest-Townhouse Reserve	<b>13,965</b>	-			
<b>Total Reserve Transfers</b>		<b>1,071,849</b>	427,113			
<b>9558</b>	Asphalt Footpaths	<b>180,000</b>				
<b>9562</b>	Pressure-Treated Wood Footbridge Allowance	<b>5,861</b>				
<b>9552</b>	Tennis Court Restoration Projects	<b>66,229</b>				
<b>9552</b>	Tennis Court Color Coat & Crack Repair	<b>35,394</b>				
<b>9552</b>	Tennis Court Fencing	<b>6,000</b>				
<b>9805</b>	Cromwell Re-Roofing Project	<b>14,000</b>				
<b>9805</b>	Cromwell Lighting & Electrical Allowance	<b>6,000</b>				
<b>9590</b>	Parkway Lighting & Electrical Allowance	<b>6,000</b>				
<b>9817</b>	Lindenwood Lighting & Electrical Allowance	<b>6,000</b>				
<b>9555</b>	Office Furnishing and Equipment Allowance	<b>1,140</b>				
<b>9585</b>	Basketball Courts (Parkway)	<b>20,000</b>				
<b>9577</b>	Asphalt Full Depth Repairs, Crackfill of PW Lot	<b>5,567</b>				
<b>9801</b>	Parkway Main Pool Whitecoat (Only need Main Pool)	<b>45,000</b>				
<b>9577</b>	Asphalt Restoration Project, Pool Facilities	<b>52,455</b>				
<b>9577</b>	Asphalt Full Depth Repairs, Crackfill of LW & CW Lots	<b>16,735</b>				
<b>9817</b>	Lindenwood Water Heaters	<b>3,231</b>				
<b>9806</b>	Cromwell Pool White Coat (Only need Wading Pool)	<b>5,000</b>				

9556	Storm Water Drainage System Allowance	10,000
9806	Cromwell Main Pool pump & filters & chlorinator	15,373
9806	Cromwell Wading Pool pump & filter & chlorinator	1,860
9801	Parkway Main Pool pump & filters and chlorinator	12,224
9801	Parkway Wading Pool pump & filter and chlorinator	1,860
9821	General Reserve Study	6,188
9499	General Reserve Interest	27,281
<b>Total Reserve Expenditures - General</b>		<b>549,398</b>
<b>Reserve Expenditures - Townhouse (Per updated 2017 engineering report)</b>		
9554	Asphalt Full-Depth Repair & Crack Filling	498,000
9557	TH Curb and Gutter needed for Phase 4 & 5	5,000
9822	TH Reserve Study	5,487
9498	Townhouse Reserve Interest	13,965
<b>Total Reserve Expenditures - TH</b>		<b>522,452</b>
<b>Reserves Profit/(Loss)</b>		<b>0</b>

**CAPITAL AND TOWNHOUSE RESERVE BALANCE INFORMATION FOR DECEMBER 31, 2019**

Projected Capital Reserve Balance as of December 31, 2019 in Study prepared by Mason & Mason	\$1,263,737
Estimated Capital Reserve and Contingency Reserve Fund Balance as December 31, 2019	\$1,397,491
Projected Townhouse Reserve Balance as of December 31, 2019 in Study prepared by Mason & Mason	\$1,035,851
Estimated Townhouse Reserve and Snow Contingency Reserve Fund Balance as December 31, 2019	\$1,276,067

Note: The Projected Reserve Fund balances at 12/31/19 may vary from Estimated balance at 12/31/19, as certain components may have been replaced prior to the anticipated schedule, certain components may have exceeded their estimated useful life expectancy or actual reserve projects performed since the Study was conducted could have cost more or less than projected in the Study.