

**Snowden Overlook Community Association
2017 BUDGET**

Account Number	Account Name	Description	2015 Actual	2016	2016 Budget	2017 Approved
				Projected		
	Income				160.00	160.00
41000	Assessments	Income from owner assessments	637,980	658,560	658,560	658,589
41068	Carry Over Prior Year	Surplus carried over from prior budget year	0	0	15,000	15,000
41069	8869-WGD	Discontinued - acct balance is zero	2,460	0	3,600	0
41990	Bad Debt	Allowance for writing off uncollectible assessments	(7,958)	(32)	(6,400)	(6,400)
42210	Late Fees	Income from late fees	2,909	2,626	2,000	2,000
42220	Return Check Fee	Income from paid return check fees	0	30	0	0
42330	Swimming Pool Fees	Discontinued last used in 2012	0	0	300	0
42340	Pool Guest Pass Fees	Income from pool guest passes	190	50	300	300
42370	Facility Rental	Income from Clubhouse rentals	4,825	4,525	5,500	5,500
42380	Rental Income	Discontinued - income from Unit 306 rental.	0	1,239	0	0
42990	Miscellaneous Income	Income from access cards	665	745	700	700
43100	Event Income	Income from Events	17,070	17,500	17,500	17,500
44001	Interest On Checking	Income from interest	156	82	400	100
44070	Interest On Collections	Income from collections	1,360	616	1,500	1,500
	Total Income		659,657	685,941	698,960	694,789
	EXPENSES					
	Payroll					
50150	Office Salaries	Funding for employee costs	110,449	104,563	100,000	108,900
	Total Payroll		110,449	104,563	100,000	108,900
	Utilities					
51500	Electric - Public Area Lighting	Funding for public area lighting expenses for Community (3200/mo.)	38,792	38,337	41,000	38,400
51506	Electric - Gatehouse	Funding for electric usage for guardhouse (604/prior year)	688	671	800	700
	Electric - Clubhouse	Funding for electric usage for Clubhouse, moved from ac#59755; history moved from old line	13,129	14,562	15,000	16,000
51520	Electric Delivery Charge	Funding for electric delivery charge for guardhouse & clubhouse (6484/prior year)	5,827	6,647	5,900	7,000
51540	Gas	Funding for gas usage for Clubhouse-decr 4.36%/therm	3,300	2,465	4,500	3,000
51550	Gas Delivery Charge	Funding for gas delivery charges for Clubhouse-incr 24%/therm	2,521	2,742	3,300	3,000
51600	Water & Sewer	Funding for water/sewer charges	3,360	4,060	2,700	4,000
51650	Cable	Funding for Comcast - internet & cable charges for clubhouse	2,718	3,389	2,500	2,906
51660	Telephone	Funding for phone lines - pool clubhouse & guardhouse	10,193	11,959	7,800	8,500
	Total Utilities		80,528	84,832	83,500	83,506

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	Repairs & Maintenance					
52000	General Repairs & Maint.	Funding for repairs to Common Areas-window/rug cleaning, roof repairs & misc non-reserve repairs	3,406	1,062	900	8,400
52155	Capital Improvements	New line to replace *85056-funding for major improvements, not funded from Repl Reserves	26,761	0	25,584	12,950
52370	Electrical Repairs	Funding for electrical repairs in the Common Areas	0	0	0	2,000
52540	Fitness Center	Funding for repairs to gym equipment	1,710	225	2,000	2,000
52620	Gate Repairs & Maint.	Funding for repairs to the entry gate and entry system	5,456	2,086	6,000	6,000
52680	Grounds Maintenance	Funding for landscaping not included in the Grounds Contract	14,383	6,055	10,000	8,000
52730	HVAC Repairs	Funding for repairs to the HVAC system		0	0	2,000
52752	Irrigation Repairs	Funding for repairs to irrigation system				500
52910	Painting	Funding for painting of the Common Areas	0	2,000	3,000	3,000
52990	Plumbing Repairs	Funding for plumbing repairs		0		1,200
55160	Maintenance Supplies	Funding for misc supplies, including paper and cleaning and janitorial supplies for clubhouse & pool		0		2,500
	Total Repairs & Maintenance		51,716	11,428	47,484	48,550
	Contracted					
57200	Equipment	Discontinue	355	0	1,000	0
57210	Exterminating	Funding for pest control in the Common Areas	611	593	750	750
57235	Fire Alarm Insp/Monitoring	Funding for alarm system monitoring & inspections contract	4,773	5,229	5,700	5,700
57250	Fire Extinguisher Contract	Funding for annual inspection contract	0	544	200	600
57300	Fitness Equipment Contract	Funding for quarterly inspection by RMS Fitness		0		1,000
57390	Grounds Contract	Funding for landscape maintenance contract	10,514	6,019	11,000	11,000
57440	HVAC Contract	Funding for annual inspection & maintenance contract		0		4,000
57445	Irrigation Contract	Funding for annual maintenance contract	2,536	2,411	2,500	600
57450	Janitorial	Funding for annual cleaning contract	18,667	18,444	19,200	19,200
57670	Security	Funding for guard services at Gatehouse	57,422	59,895	60,000	62,000
57720	Snow Removal	Funding for snow removal on Common roads, pkg lot & walks	11,848	15,030	16,000	16,000
57830	Trash Removal	Funding for trash/recycling collection	86,914	98,714	85,000	99,000
	Total Contracted		193,640	206,879	201,350	219,850

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	Recreation/Pool Expenses					
59740	Clubhouse - Alarm	Discontinued - new ac#57235				
59745	Clubhouse - Audio/TV	Discontinued - moved to Cable				
59755	Clubhouse - Electric	Discontinue - move to Utility-Electric-Clubhouse				
59758	Clubhouse-Fire Extinguisher Ma	Discontinued - new ac#57250				
59760	Clubhouse - Equipment	Funding for AED & misc equipment repair/maint fees; copier Lease contract moved to Contracted section.	3,594	4,084	3,500	1,500
59764	Clubhouse - HVAC repairs	Discontinued - new ac#57440- HVAC Maint Contract & ac#52730- HVAC repairs	8,458	10,637	4,900	0
59763	Clubhouse - Janitorial Supplies	Discontinued - new ac#55160 for janitorial & misc supplies	970	1,501	1,500	0
59765	Clubhouse - Phone	Discontinued-account merged-w/59900-one new line added-(51660), to fund costs.	6,375	5,959	6,000	0
59770	Clubhouse Repairs	Discontinue - move to General-Repairs & Maint #52000	11,580	5,798	13,500	0
59771	Clubhouse - Water & Sewer		3,360	4,060	2,700	
59790	Pool - Chemicals	Funding for pool chemicals	854	140	1,500	1,500
59800	Pool - Contract	Funding for pool management contract	25,205	26,170	27,000	27,500
59805	Pool - Deck Maintenance	Funding for deck repairs	0	0	1,800	1,800
59820	Pool - Equipment Repairs	Funding for pool equipment repairs	678	2,145	1,200	1,200
59830	Pool - Furniture	Funding for furniture repair/repl.	96	1,974	1,000	1,000
59840	Pool - General Maint.	Discontinue-pool cleaning supplies-included in gl#55160	2,096	1,073	2,000	0
59860	Pool - License / Permit	Funding for annual permits	1,425	730	1,000	1,000
59900	Pool - Telephone	Discontinued-account merged-w/59765-one new line added-(51660), to fund costs.	1,905	1,948	1,800	0
	Total Recreation		54,956	54,252	58,900	35,500
	Administrative					
60040	Bank Charges	Discontinue	0	0	0	0
60068	CAI Membership/BOD Training	Funding for member fees and staff training	705	1,040	700	1,000
60100	Collection Expense	Funding for Schedule A fees for late notices and a/c turnovers	0	50	500	250
60127	Community Program Supplies	Funding for reusable activity supplies - bingo cards, marjong tiles, poker chips, playing cards, etc.				1,000
60128	Community Events Consumables	Funding for consumables for all events-paper products, cutlery, cups, etc.				2,000
60129	Community Events	Funding for ongoing program & activities, consumable food & beverages (\$100/week)				5,200

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60130	Community Special Events	Funding for Special events-1 per month (\$1,600 per)-\$19,200; \$1,500-Volunteer Dinner; \$7,500-NY's Eve; \$9,600-Grill/Chill, IceCream Social, July 4 Hot Dogs, etc.	53,756	52,313	45,000	40,000
60340	Legal	Discontinue ac replicated in ac#67300	0	0	500	0
60420	Office Supplies	copier contract moved to new line; funding for mailings, newspapers, office supplies, payment coupons, etc.	12,616	10,132	16,500	13,000
60425	Coffee Supplies	Funding for coffee supplies-coffee, cups, sugar, creamer, etc.	7,604	8,000	8,000	8,000
60440	Postage	Funding for postage fees	1,209	1,020	1,000	1,000
60600	Website Services	Funding for Senearthco program - \$40/month full website is \$80/mo.	719	144	1,000	0
Total Administrative			76,609	72,699	73,200	71,450
Professionals						
67000	Accounting	Funding for annual audit/tax returns-\$2,400 in 2015/16	2,550	2,400	4,200	2,650
67100	Consultants	Funding for IT Consultants	0	0	0	1,000
67300	Legal	Funding for legal opinions & collection fees	21,354	15,545	20,000	16,000
67600	Management	Funding for management contract; 3% incr proposed for 2017	43,909	45,226	45,226	46,583
Total Professionals			67,813	63,171	69,426	66,233
Insurance & Taxes						
68050	Insurance - Master Policy	Funding for Master Policy-prop, liability, work comp, umbrella, fidelity bond.	4,953	16,307	12,500	12,500
68060	Fidelity Insurance	Discontinue funding in ac#68050	0	0	1,000	0
68355	Common Area - Self Insured	Funding for one insurable event; current deductible is \$2,500	0	0	1,000	2,500
68800	Income Taxes	Funding for tax liability & extensions	240	430	1,000	1,000
Total Insurance & Taxes			5,193	16,737	15,500	16,000
Reserves						
85000	Reserve Contribution	Funding for Reserves contributions; based on 2014 reserve study update	25,837	41,600	41,600	42,800
85010	Reserve Contingency	Funding for Operating Contingency	0	8,000	8,000	2,000
85056	Reserve - Capital Improvements	Discontinued - new line #52155 for new improvements, not funded from Reserves				
Total Reserves			25,837	49,600	49,600	44,800
TOTAL EXPENSES			666,741	664,162	698,960	694,789
NET INCOME/(LOSS)			(7,084)	21,779	-	-