

Snowden Overlook Community Association					
2018 BUDGET					
Account Number	Account Name	Description	2016 Actual	2017 Approved	2018 Approved
	Income			160	160
41000	Assessments	Income from owner assessments	658,560	658,589	658,531
41068	Carry Over Prior Year	Surplus carried over from prior budget year	0	15,000	25,000
41990	Bad Debt	Allowance for writing off uncollectible assessments	(32)	(6,400)	(6,400)
42210	Late Fees	Income from late fees	2,618	2,000	2,000
42220	Return Check Fee	Income from paid return check fees	10	0	0
42340	Pool Guest Pass Fees	Income from pool guest passes	60	300	300
42370	Facility Rental	Income from Clubhouse rentals	4,225	5,500	5,000
42990	Miscellaneous Income	Income from access cards	1,130	700	700
43100	Event Income	Income from Events	22,270	17,500	17,500
44001	Interest On Checking	Income from interest	112	100	100
44070	Interest On Collections	Income from collections	416	1,500	1,000
	Total Income		690,608	694,789	703,731
	EXPENSES				
	Payroll				
50150	Office Salaries	Funding for employee costs	104,281	108,900	113,900
	Total Payroll		104,281	108,900	113,900
	Utilities				
51500	Electric - Public Area Lighting	Funding for public area lighting expenses for Community	38,040	38,400	38,400
51506	Electric - Gatehouse	Funding for electric usage for guardhouse	595	700	1,200
51505	Electric - Clubhouse	Funding for electric usage for Clubhouse	16,818	16,000	25,000
51520	Electric Delivery Charge	Discontinued for 2018 - costs included in Electric Use.	7,032	7,000	0
51540	Gas	Funding for gas usage for Clubhouse	2,179	3,000	6,000
51550	Gas Delivery Charge	Discontinued - costs included in Gas	2,338	3,000	0
51600	Water & Sewer	Funding for water/sewer charges	3,814	4,000	4,000
51650	Cable	Funding for Comcast - internet & cable charges for clubhouse	223	2,906	2,900
51660	Telephone	Funding for phone lines - pool clubhouse & guardhouse	7,402	8,500	7,500
	Total Utilities		78,441	83,506	85,000

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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	7,352	8,400	10,000
52155	Capital Improvements	Funding for major improvements, not funded from Repl Reserves	0	12,950	25,500
52370	Electrical Repairs	Funding for electrical repairs in the Common Areas	0	2,000	3,000
52540	Fitness Center	Funding for repairs to gym equipment	745	2,000	2,000
52620	Gate Repairs & Maint.	Funding for repairs to the entry gate and entry system	3,418	6,000	6,000
52680	Grounds Maintenance	Funding for landscaping not included in the Grounds Contract	3,011	8,000	5,850
52730	HVAC Repairs	Funding for repairs to the HVAC system	0	2,000	3,000
52752	Irrigation Repairs	Funding for repairs to irrigation system	0	500	800
52910	Painting	Funding for painting of the Common Areas	1,920	3,000	3,000
52990	Plumbing Repairs	Funding for plumbing repairs	0	1,200	1,200
55160	Maintenance Supplies	Funding for misc supplies, including paper and cleaning and janitorial supplies for clubhouse & pool	501	2,500	3,000
	Total Repairs & Maintenance		16,947	48,550	63,350
	Contracted				
57210	Exterminating	Funding for pest control in the Common Areas	597	750	750
57235	Fire Alarm Insp/Monitoring	Funding for alarm system monitoring & inspections contract	0	5,700	5,500
57250	Fire Extinguisher Contract	Funding for annual inspection contract		600	600
57300	Fitness Equipment Contract	Funding for quarterly inspection by RMS Fitness		1,000	1,000
57390	Grounds Contract	Funding for landscape maintenance contract	10,319	11,000	11,000
57440	HVAC Contract	Funding for annual inspection & maintenance contract		4,000	4,000
57445	Irrigation Contract	Funding for annual maintenance contract	6,157	600	700
57450	Janitorial	Funding for annual cleaning contract	18,444	19,200	19,200
57670	Security	Funding for guard services at Gatehouse	57,846	62,000	63,000
57720	Snow Removal	Funding for snow removal on Common roads, pkg lot & walks	13,103	16,000	15,000
57830	Trash Removal	Funding for trash/recycling collection	98,977	99,000	82,000
	Total Contracted		205,443	219,850	202,750

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Account Number	Account Name	Description	2016 Actual	2017 Approved	2018 Approved
	Recreation/Pool Expenses				
59760	Clubhouse - Equipment	Funding for AED & misc equipment purchase and repairs	7,383	1,500	2,000
59790	Pool - Chemicals	Funding for pool chemicals	140	1,500	1,000
59800	Pool - Contract	Funding for pool management contract	26,960	27,500	27,500
59805	Pool - Deck Maintenance	Funding for deck repairs	0	1,800	1,500
59820	Pool - Equipment Repairs	Funding for pool equipment repairs	2,161	1,200	1,200
59830	Pool - Furniture	Funding for furniture repair/repl.	1,974	1,000	1,000
59860	Pool - License / Permit	Funding for annual permits	825	1,000	1,000
	Total Recreation		68,306	35,500	35,200
	Administrative				
60068	CAI Membership/BOD Training	Funding for member fees and staff training	1,040	1,000	1,000
60100	Collection Expense	Funding for Schedule A fees for late notices and a/c turnovers	0	250	250
60127	Community Program Supplies	Funding for reusable activity supplies - bingo cards, marjong tiles, poker chips, playing cards, etc.	0	1,000	1,000
60128	Community Events Consumables	Funding for non-food consumables for all events-paper products, cutlery, cups, etc.	0	2,000	6,000
60129	Community Events	Funding for ongoing program supplies, consumable food & beverages	0	5,200	5,500
60130	Community Special Events	Funding for Special events-1 per month; Volunteer Dinner; NY's Eve; Grill/Chill, IceCream Social, July 4 Hot Dogs, etc.	63,409	40,000	36,000
60420	Office Supplies	Funding for mailings, newspapers, office supplies, payment coupons, etc.	13,926	13,000	13,000
60425	Coffee Supplies	Funding for coffee supplies-coffee, cups, sugar, creamer, etc.	6,988	8,000	8,000
60440	Postage	Funding for postage fees	832	1,000	1,000
	Total Administrative		86,431	71,450	71,750
	Professionals				
67000	Accounting	Funding for annual audit/tax returns	2,600	2,650	2,650
67100	Consultants	Funding for IT Consultants	0	1,000	1,000
67300	Legal	Funding for legal opinions & collection fees	13,618	16,000	16,000
67600	Management	Funding for management contract fees	45,226	46,583	48,446.09
	Total Professionals		61,444	66,233	68,096

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Account Number	Account Name	Description	2016 Actual	2017 Approved	2018 Approved
	Insurance & Taxes				
68050	Insurance - Master Policy	Funding for Master Policy-prop, liability, work comp, umbrella, fidelity bond.	16,307	12,500	12,500
68355	Common Area - Self Insured	Funding for one insurable event; current deductible is \$2,500	0	2,500	2,500
68800	Income Taxes	Funding for tax liability & extensions	726	1,000	1,000
	Total Insurance & Taxes		17,033	16,000	16,000
	Reserves				
85000	Replacement Reserve Contribution	Funding for Reserves contributions; based on 2014 reserve study update	41,600	42,800	45,685
85010	Reserve Contingency	Funding for Operating Contingency	0	2,000	2,000
	Total Reserves		51,091	44,800	47,685
	TOTAL EXPENSES		689,417	694,789	703,731
	NET INCOME/(LOSS)		1,191	-	-