

Snowden Overlook Community Association
APPROVED 2020 BUDGET-REVISED FEB 24, 2020

Account Number	Account Name	Description	2018 Actual	2019	2019	2020
				Total	Budget	Budget
	Income			Projected	165	167
41000	Assessments	Income from owner assess.	658,560	680,290	680,290	688,615
41068	Carry Over Prior Year	Surplus carried over from prior budget year	0	0	10,000	18,600
41990	Bad Debt	Write off of uncollectible assessments	(188)	(2,271)	(1,920)	(1,920)
42210	Late Fees	Income from late fees	1,544	890	1,000	1,000
42340	Pool Guest Pass Fees	Income from pool guest passes	141	95	150	150
42370	Facility Rental	Income from Clubhouse rentals	1,500	1,125	2,000	1,200
42990	Miscellaneous Income	Income from access cards and other misc items	680	1,400	700	1,000
43100	Event Income	Income from Events	21,280	25,126	24,000	24,000
44001	Interest On Checking	Income from interest	233	186	100	100
44070	Interest On Collections	Income from collections	391	39	500	250
	Total Income		684,131	706,880	716,820	732,995
	EXPENSES					
	Payroll					
50150	Office Salaries	Funding for employee costs	112,478	116,558	118,000	121,500
	Total Payroll		112,478	116,558	118,000	121,500
	Utilities					
51500	Electric - Public Area Lighting	Funding for public area lighting expenses for Community	37,559	37,236	38,400	38,000
51505	Electric - Clubhouse	Funding for electric usage for Clubhouse	32,228	16,752	25,000	20,000
51506	Electric - Gatehouse	Funding for electric usage for guardhouse	919	1,084	1,000	1,200
51520	Electric Delivery Charge	Discontinued for 2018 - costs included in Electric Use.		0	0	0
51540	Gas	Funding for gas usage for Clubhouse	4,954	5,322	6,000	6,000
51550	Gas Delivery Charge	Discontinued - costs included in Gas		0	0	0
51600	Water & Sewer	Funding for water/sewer charges	3,560	3,539	4,000	4,000
51650	Cable	Funding for Comcast - internet & cable charges for clubhouse	3,000	3,161	2,900	3,200
51660	Telephone	Funding for phone lines - pool clubhouse & guardhouse	6,113	6,268	6,000	6,500
	Total Utilities		88,333	73,362	83,300	78,900
	Repairs & Maintenance					
52000	General Repairs & Maint.	Funding for repairs to Common Areas-window/rug cleaning, roof repairs	10,360	10,000	10,000	10,000
52155	Capital Improvements	Funding for major improvements, not funded from Repl Reserves	7,458	5,370	15,000	15,000
52370	Electrical Repairs	Funding for electrical repairs in the Common Areas	5,807	500	3,000	2,500
52540	Fitness Center	Funding for repairs to gym equipment	442	480	1,500	1,500
52620	Gate Repairs & Maint.	Funding for repairs to the entry gate/system	9,411	2,536	6,000	4,000
52680	Grounds Maintenance	Funding for landscaping not included in the Grounds Contract	2,755	2,173	4,000	3,000
52730	HVAC Repairs	Funding for repairs to the HVAC system	5,481	1,111	4,500	4,500
52752	Irrigation Repairs	Funding for repairs to irrigation system	270	640	800	800
52910	Painting	Funding for painting of the Common Areas	0	5,000	5,000	5,000
52990	Plumbing Repairs	Funding for plumbing repairs	1,128	1,313	1,200	1,200
55160	Maintenance Supplies	Funding for misc supplies, including paper and cleaning and janitorial supplies for clubhouse & pool	4,410	1,846	3,500	3,000
	Total Repairs & Maintenance		47,522	30,969	54,500	50,500

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	Contracted					
57210	Exterminating	Funding for pest control in the Common Areas	737	895	900	900
57235	Fire Alarm Insp/Monitoring	Funding for alarm system monitoring & inspections contract	4,857	5,397	5,500	5,500
57250	Fire Extinguisher Contract	Funding for annual inspection contract	585	600	600	600
57300	Fitness Equipment Contract	Funding for quarterly inspection by RMS Fitness	1,220	1,750	1,200	1,200
57345	Gate Service Contract	Funding for annual PM contract		1,475	1,500	1,500
57390	Grounds Contract	Funding for landscape maintenance contract	13,225	13,017	11,000	13,000
57440	HVAC Contract	Funding for annual inspection & maintenance contract	3,972	3,972	4,000	4,000
57445	Irrigation Contract	Funding for annual maintenance contract	640	640	700	700
57450	Janitorial	Funding for annual cleaning contract	19,005	20,814	19,200	22,100
57575	Pet Stations	Funding for weekly service of pet stations		2,833		3,500
57670	Security	Funding for guard services at Gatehouse	61,740	64,671	67,000	70,500
57720	Snow Removal	Funding for snow removal on Common roads, pkg lot & walks	4,803	11,683	15,000	15,000
57830	Trash Removal	Funding for trash/recycling collection	82,034	83,788	84,000	86,000
	Total Contracted		192,818	211,534	210,600	224,501
	Recreation/Pool Expenses					
59760	Clubhouse - Equipment	Funding for AED & misc equipment purchase/repairs	4,111	4,333	4,000	4,000
59790	Pool - Chemicals	Funding for pool chemicals	0	95	500	500
59800	Pool - Contract	Funding for pool management, algae & winter PM contracts	30,285	31,940	27,860	34,938
59805	Pool - Deck Maintenance	Funding for deck p/w, sealant, & misc repairs	200	0	1,000	1,000
59820	Pool - Equipment Repairs	Funding for pool equipment repairs	1,994	1,951	1,500	1,500
59830	Pool - Furniture	Funding for furniture repair/repl.	3,146	977	1,500	1,500
59860	Pool - License / Permit	Funding for annual permits, CPO fees	330	330	500	500
	Total Recreation		40,066	39,626	36,860	43,938
	Administrative					
60068	CAI Membership/BOD Training	Funding for member fees and staff training	962	310	1,000	1,000
60127	Community Program Supplies	Funding for reusable activity supplies	2,788	1,041	2,500	1,500
60128	Community Events Consumables	Funding for non-food consumables for all events	7,108	5,571	7,000	6,000
60129	Community Events	Funding for program supplies, consumable food & beverages	7,665	9,593	7,000	8,000
60130	Community Special Events	Funding for 2 Special events per month; Volunteer Dinner; NY's Eve; Thanksgiving, Grill/Chill, IceCream Social, July 4 Hot Dogs, etc.	54,349	49,735	44,000	44,000
60420	Office Supplies	Funding for mailings, office supplies, newspapers, etc.	11,732	10,531	10,000	10,000
60425	Coffee Supplies	Funding for coffee/tea supplies	10,135	11,673	9,500	10,000
60440	Postage	Funding for postage fees	468	579	1,000	1,000
	Total Administrative		95,207	89,033	82,000	81,500
	Professionals					
67000	Accounting	Funding for annual audit/tax returns	2,700	2,700	2,750	2,750
67100	Consultants	Funding for reserve study & IT Consultants	2,120	2,600	5,500	2,500
67300	Legal	Funding for legal opinions & collection fees	14,534	5,383	10,000	8,000
67600	Management	Funding for management contract fees	48,446	49,899	49,899	51,895
	Total Professionals		67,800	60,582	68,149	65,145
	Insurance & Taxes					

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68050	Insurance - Master Policy	Funding for Prop/Liability, Fidelity and Workers Comp	10,080	12,840	12,500	13,000
68355	Common Area - Self Insured	Funding for one insurable event; current deductible is \$2,500	0	0	2,500	0
68800	Income Taxes	Funding for tax liability & extensions	1,389	5,875	1,000	1,000
	Total Insurance & Taxes		11,469	18,715	16,000	14,000
	Reserves					
85000	Replacement Reserve Contribution	Funding for Reserves contributions- from 2019 reserve study	45,685	45,411	45,411	45,411
85010	Reserve Contingency	Funding for Operating Contingency - 10% of oper.	2,000	2,000	2,000	7,600
	Total Reserves		47,685	47,411	47,411	53,011
	TOTAL EXPENSES		703,378	687,790	716,820	732,995
	NET INCOME/(LOSS)		(19,247)	19,090	-	-