

**Villages of Piedmont Homeowners Association**

PUPM = per unit, per month

1884

3072

**2020 Proposed Operating Budget**

157 SF

256 TH

| Acct#                                  | Income                              | Actual FY2017  | Actual FY2018  | Approved FY2019 | Actual & Projected FY2019 | Amount Over/Under Budget | Draft FY2020 Budget | PUPM Single Family | PUPM Town Home |
|--|-------------------------------------|----------------|----------------|-----------------|---------------------------|--------------------------|---------------------|--------------------|----------------|
| 4101                                   | Assessment Income - SF (157)        | 176,154        | 176,159        | 176,154         | 176,154                   | 0                        | 178,038             | 94.50              |                |
| 4102                                   | Assessment Income - TH (256)        | 341,760        | 341,866        | 341,760         | 341,760                   | 0                        | 344,832             |                    | 112.25         |
| 4400                                   | Late Fees                           | 3,500          | 6,025          | 4,200           | 5,200                     | 1,000                    | 5,000               | 1.01               | 1.01           |
| 4404                                   | Recaptured Legal Fees               | 500            | 1,180          | 1,500           | 0                         | -1,500                   | 1,000               | 0.20               | 0.20           |
| 4405                                   | Declaration Violation Charge        | 0              | 140            | 0               | 100                       | 100                      | 0                   | 0.00               | 0.00           |
| 4500                                   | Interest Income                     | 3,500          | 6,716          | 8,500           | 12,910                    | 4,410                    | 5,000               | 1.01               | 1.01           |
| 4501                                   | Reserve Transfers - Common Areas    | 71,687         | 24,400         | 22,694          | 29,746                    | 7,052                    | 29,000              | 5.85               | 5.85           |
|  | Reclassify Expenses to Reserves     | 0              | 0              | 0               | 19,778                    | 19,778                   |                     |                    |                |
| 4502                                   | Reserve Transfers - Town Homes      | 54,025         | 0              | 35,636          | 0                         | -35,636                  | 35,636              |                    | 11.60          |
| 1020                                   | Prior Year Surplus                  | 0              | 0              | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 4600                                   | Clubhouse Rentals                   | 1,200          | 1,975          | 1,800           | 5,500                     | 3,700                    | 5,000               | 1.01               | 1.01           |
| 4625                                   | Leopolds 5K Trail Run               | 0              | 0              | 0               | 4,000                     | 4,000                    | 4,000               | 0.81               | 0.81           |
|  | Social Contributions from VOP II    | 0              | 0              | 0               | 3,000                     | 3,000                    | 0                   | 0.00               | 0.00           |
| 4900                                   | Other Income, Tax Refunds, NSF      | 600            | 220            | 0               | 1,030                     | 1,030                    | 0                   | 0.00               | 0.00           |
| <b>Total Income</b>                    |                                     | <b>652,926</b> | <b>558,681</b> | <b>592,244</b>  | <b>599,178</b>            | <b>6,934</b>             | <b>607,506</b>      | <b>104.39</b>      | <b>133.74</b>  |
| <b>Administrative Expenses</b>         |                                     |                |                |                 |                           |                          |                     |                    |                |
| 5100                                   | Bad Debt Expense                    | 1,000          | 934            | 500             | 0                         | -500                     | 0                   | 0.00               | 0.00           |
| 5113                                   | Insurance, All Forms                | 11,800         | 13,718         | 16,500          | 14,845                    | -1,655                   | 13,800              | 2.78               | 2.78           |
| 5120                                   | BOD Meeting Expenses                | 125            | 33             | 125             | 165                       | 40                       | 150                 | 0.03               | 0.03           |
| 5125                                   | General Office Expense, Supplies    | 950            | 1,692          | 1,800           | 1,380                     | -420                     | 1,076               | 0.22               | 0.22           |
| 5126                                   | Office Furniture & Equipment        | 250            | 0              | 150             | 140                       | -10                      | 150                 | 0.03               | 0.03           |
| 5127                                   | Payment Coupon Expense              | 850            | 94             | 500             | 403                       | -97                      | 250                 | 0.05               | 0.05           |
| 5128                                   | Postage Expense                     | 3,400          | 3,501          | 3,400           | 2,250                     | -1,150                   | 1,800               | 0.36               | 0.36           |
|  | Banking, Compliance & Communication | 0              | 0              | 0               | 500                       | 500                      | 1,772               | 0.36               | 0.36           |
| 5132                                   | Printing & Copying                  | 2,000          | 2,948          | 2,200           | 2,600                     | 400                      | 1,800               | 0.36               | 0.36           |
| 5137                                   | Income Taxes                        | 600            | 0              | 0               | 1,210                     | 1,210                    | 3,000               | 0.61               | 0.61           |
| 5142                                   | Licenses & Permits                  | 400            | 684            | 400             | 425                       | 25                       | 425                 | 0.09               | 0.09           |
| 5199                                   | Other, NSF, Miscellaneous           | 0              | 130            | 100             | 130                       | 30                       | 100                 | 0.02               | 0.02           |
| <b>Professional Expenses</b>           |                                     |                |                |                 |                           |                          |                     |                    |                |
| 5200                                   | Audit and Tax Preparation           | 2,000          | 3,102          | 2,800           | 2,632                     | -168                     | 3,000               | 0.61               | 0.61           |
| 5210                                   | Community Management Fee            | 77,336         | 79,269         | 81,648          | 81,648                    | 0                        | 83,690              | 16.89              | 16.89          |
| 5212                                   | Schedule A Management Fees          | 7,650          | 207            | 1,000           | 200                       | -800                     | 500                 | 0.10               | 0.10           |
| 5220                                   | Legal Expense - Collections         | 5,000          | 3,248          | 2,500           | 2,600                     | 100                      | 2,600               | 0.52               | 0.52           |
| 5221                                   | Legal Expense - General             | 7,500          | 2,580          | 4,000           | 3,125                     | -875                     | 2,500               | 0.50               | 0.50           |
| 5410                                   | Recurring IT Expenses               | 500            | 1,419          | 500             | 2,235                     | 1,735                    | 1,500               | 0.30               | 0.30           |
| <b>Clubhouse &amp; Pool Operations</b> |                                     |                |                |                 |                           |                          |                     |                    |                |
| 7500                                   | Pool Management                     | 34,000         | 29,655         | 34,950          | 36,923                    | 1,973                    | 40,000              | 8.07               | 8.07           |
| 7530                                   | New Pool Equipment                  | 1,000          | 3,183          | 2,500           | 518                       | -1,982                   | 0                   | 0.00               | 0.00           |
| 5525                                   | Pool Repairs                        | 500            | 3,380          | 1,000           | 9,588                     | 8,588                    | 1,000               | 0.20               | 0.20           |
| 7512                                   | Pool Supplies                       | 2,200          | 1,653          | 2,000           | 3,138                     | 1,138                    | 2,800               | 0.56               | 0.56           |
| 7564                                   | Pool & Clubhouse Furniture Storage  | 1,975          | 2,175          | 2,180           | 1,684                     | -496                     | 1,700               | 0.34               | 0.34           |
| 7030                                   | Clubhouse Cleaning                  | 4,300          | 7,040          | 7,900           | 7,965                     | 65                       | 8,200               | 1.65               | 1.65           |
| 7051                                   | Clubhouse Utilities                 | 25,000         | 21,839         | 22,500          | 26,000                    | 3,500                    | 26,000              | 5.25               | 5.25           |
| 5560                                   | Clubhouse Repairs (General)         | 2,500          | 2,610          | 3,500           | 8,387                     | 4,887                    | 1,000               | 0.20               | 0.20           |
| 7199                                   | Clubhouse Misc. Expenses            | 1,500          | 2,181          | 1,000           | 4,760                     | 3,760                    | 2,500               | 0.50               | 0.50           |
| 7041                                   | Clubhouse Interior Painting         | 0              | 0              | 500             | 0                         | -500                     | 200                 | 0.04               | 0.04           |
| 7020                                   | Clubhouse Mgmt. & Security          | 934            | 324            | 400             | 400                       | 0                        | 400                 | 0.08               | 0.08           |
| <b>Committee Expense</b>               |                                     |                |                |                 |                           |                          |                     |                    |                |
| 5310                                   | Social & Recreation Committee       | 11,500         | 11,016         | 13,000          | 13,000                    | 0                        | 15,853              | 3.20               | 3.20           |
| 5311                                   | Volunteer Appreciation              | 0              | 880            | 1,000           | 760                       | -240                     | 750                 | 0.15               | 0.15           |
|  | Leopolds 5K Trail Run               | 0              | 0              | 0               | 4,000                     | 4,000                    | 4,000               | 0.81               | 0.81           |

# Villages of Piedmont Homeowners Association

PUPM = per unit, per month

## 2020 Proposed Operating Budget

| Acct#                                     | Income                            | Actual FY2017  | Actual FY2018  | Approved FY2019 | Actual & Projected FY2019 | Amount Over/Under Budget | Draft FY2020 Budget | PUPM Single Family | PUPM Town Home |
|---|-----------------------------------|----------------|----------------|-----------------|---------------------------|--------------------------|---------------------|--------------------|----------------|
| <b>Common Area Services &amp; Repairs</b> |                                   |                |                |                 |                           |                          |                     |                    |                |
| 5405                                      | Common Area Electricity           | 10,000         | 8,293          | 8,200           | 8,025                     | -175                     | 8,200               | 1.65               | 1.65           |
| 6165                                      | Exterior Lighting Repairs         | 500            | 0              | 500             | 0                         | -500                     | 500                 | 0.10               | 0.10           |
| 5811                                      | Pet Station Supplies              | 10,000         | 11,236         | 11,000          | 10,845                    | -155                     | 11,000              | 2.22               | 2.22           |
| 6125                                      | Grounds Maintenance Program       | 71,500         | 74,315         | 68,598          | 68,598                    | 0                        | 69,318              | 13.99              | 13.99          |
| 6127                                      | Additional Landscaping            | 5,000          | 5,260          | 2,000           | 1,575                     | -425                     | 0                   | 0.00               | 0.00           |
| 6131                                      | Turf Management - Renovation      | 5,000          | 13,929         | 5,000           | 2,500                     | -2,500                   | 1,250               | 0.25               | 0.25           |
| 6001                                      | Contingency Expense               | 8,590          | 0              | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 6129                                      | Community Enhancements            | 2,200          | 2,952          | 5,000           | 10,475                    | 5,475                    | 2,500               | 0.50               | 0.50           |
| 6134                                      | Irrigation System                 | 1,500          | 1,624          | 2,000           | 2,500                     | 500                      | 3,000               | 0.61               | 0.61           |
| 6128                                      | Large Tree Pruning/Removal        | 1,500          | 11,050         | 5,500           | 4,000                     | -1,500                   | 5,000               | 1.01               | 1.01           |
| 6133                                      | Watering Service                  | 1,000          | 3,039          | 1,000           | 3,740                     | 2,740                    | 1,500               | 0.30               | 0.30           |
| 8030                                      | Playground Equipment Repairs      | 500            | 94             | 750             | 1,135                     | 385                      | 1,000               | 0.20               | 0.20           |
| 8050                                      | Tennis Court Maintenance          | 500            | 128            | 500             | 500                       | 0                        | 500                 | 0.10               | 0.10           |
| 6140                                      | Snow Removal                      | 10,500         | 3,788          | 6,900           | 6,900                     | 0                        | 6,500               | 1.31               | 1.31           |
| 6055                                      | Signs                             | 750            | 1,334          | 750             | 0                         | -750                     | 750                 | 0.15               | 0.15           |
| 6145                                      | Singles Trash Removal             | 23,331         | 25,740         | 25,717          | 27,741                    | 2,024                    | 27,741              | 14.72              |                |
| 8100                                      | Prior Year Surplus                | 0              | 10,730         | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 5875                                      | Other Maintenance/Repairs         | 2,500          | 673            | 2,000           | 3,670                     | 1,670                    | 2,500               | 0.50               | 0.50           |
| <b>Townhouse Only Expenses</b>            |                                   |                |                |                 |                           |                          |                     |                    |                |
| 8540                                      | Snow Removal (Townhouses)         | 19,150         | 18,400         | 17,100          | 17,100                    | 0                        | 17,575              |                    | 5.72           |
| 6145                                      | Townhouse Trash Removal           | 25,973         | 28,484         | 28,631          | 30,807                    | 2,176                    | 30,212              |                    | 9.83           |
| <b>Total Expenses</b>                     |                                   | <b>406,764</b> | <b>420,564</b> | <b>401,699</b>  | <b>433,722</b>            | <b>32,023</b>            | <b>411,562</b>      | <b>82.53</b>       | <b>83.36</b>   |
| <b>Less Reserve Deposits</b>              |                                   |                |                |                 |                           |                          |                     |                    |                |
| 9050                                      | Capital Reserve Deposit           | 69,477         | 71,214         | 72,994          | 72,994                    | 0                        | 74,819              | 15.10              | 15.10          |
| 6099                                      | Interest Income                   | 200            | 5,489          | 8,500           | 12,370                    | 3,870                    | 4,500               | 0.91               | 0.91           |
| 9250                                      | Addtl Snow TH Reserve Deposit     | 0              | 0              | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 9180                                      | Townhome Reserve Deposit          | 48,277         | 63,484         | 50,721          | 50,721                    | 0                        | 51,989              |                    | 16.92          |
| <b>Total Reserve Deposits</b>             |                                   | <b>117,954</b> | <b>140,187</b> | <b>132,215</b>  | <b>136,085</b>            | <b>3,870</b>             | <b>131,308</b>      | <b>16.00</b>       | <b>32.93</b>   |
| <b>Less Capital Reserve Expenditure</b>   |                                   |                |                |                 |                           |                          |                     |                    |                |
| 6141                                      | Pool Repairs & Equipment          | 44,492         | 23,000         | 0               | 0                         | 0                        | 5,000               | 1.01               | 1.01           |
| 9597                                      | Clubhouse Repairs                 | 0              | 0              | 17,000          | 16,760                    | -240                     | 15,000              | 3.03               | 3.03           |
| 9560                                      | New Office Equipment/Furnishings  | 0              | 1,400          | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 9597                                      | Common Area Improvements          | 0              | 0              | 0               | 7,472                     | 7,472                    | 0                   | 0.00               | 0.00           |
| 9820                                      | Tree Removal/Replacement          | 0              | 0              | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 9580                                      | Other Common Area Repairs         | 0              | 0              | 5,694           | 5,515                     | -179                     | 5,000               | 1.01               | 1.01           |
| 9860                                      | Playground & Tennis Court Repairs | 20,000         | 0              | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 9595                                      | Clubhouse Parking Area Repairs    | 4,120          | 0              | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 9770                                      | Storm Water Mgmt Pond Repairs     | 0              | 0              | 0               | 0                         | 0                        | 0                   | 0.00               | 0.00           |
| 9625                                      | Reserve Study Update              | 0              | 0              | 0               | 0                         | 0                        | 4,000               | 0.81               | 0.81           |
| 9680                                      | TH Reserve Expenditures           | 54,025         | 0              | 35,636          | 0                         | -35,636                  | 35,636              |                    | 11.60          |
| <b>Total Reserve Expenditures</b>         |                                   | <b>122,637</b> | <b>24,400</b>  | <b>58,330</b>   | <b>29,747</b>             | <b>-28,583</b>           | <b>64,636</b>       | <b>5.85</b>        | <b>17.45</b>   |
| <b>Net Income (Loss)</b>                  |                                   | <b>5,571</b>   | <b>-26,470</b> | <b>0</b>        | <b>-376</b>               | <b>-376</b>              | <b>0</b>            | <b>0.00</b>        | <b>0.00</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   | \$585,224 |
| Estimated Capital Reserve and Contingency Reserve Fund Balance as December 31, 2019            | \$548,985 |
| Projected Townhouse Reserve Balance as of December 31, 2019 in Study prepared by Mason & Mason | \$262,106 |
| Estimated Townhouse Reserve and Snow Contingency Reserve Fund Balance as December 31, 2019     | \$316,505 |

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.