

Community Management, Inc.

Our Ref: BOD/20/TLC #205

[x] Emailed to Board

- TO: BOARD OF DIRECTORS MILLRIDGE TOWNHOMES
- FROM: STEVE MEYER, COMMUNITY MANAGER COMMUNITY MANAGEMENT, INC., AAMC
- SUBJECT: FINANCIAL STATEMENT
- DATE: June 25, 2020

You will find enclosed the financial statement for the period ending:

1/31/20	[]	7/31/20	[]
2/29/20	[]	8/31/20	[]
3/31/20	[]	9/30/20	[]
4/30/20	[]	10/31/20	[]
5/31/20	[x]	11/30/20	[]
6/30/20	[]	12/31/20	[]

[] Hand delivered on

Community Manager's Remarks:

[] Mailed

- 1. Year to date, the association has assessed \$106k in operating income which is 0.6% below anticipated. The association has contributed \$26 to reserves and has collected \$16k in serial assessments. Accounts receivable is at \$8k (up \$3k from last month). The association has \$268k in total reserve assets, which includes operating contingency and replacement reserves. Year to date, the association has spent \$35 from the replacement reserve account and \$0 from the serial assessment project account.
- 2. All utility expenses are below budget year to date.
- 3. Gutter/Downspout is over budget year to date. Property maintenance is over budget. All other facility expenses are below budget year to date.
- 4. Insurance, management and website are over budget. All other general and



Community Management, Inc.

administrative expenses are below budget year to date.

- 5. Landscape maintenance is over budget. All other landscape expenses are below budget year to date.
- 6. Pool expenses are under budget year to date.
- 7. Overall, year to date operating expenses are running 13.0% under budget. Year to date, total operating income exceeds total operating expense by \$13,296.

SM/p





Financial Report Table of Contents

Graphs

- Monthly Expenses
- Year-to-Date Expenses
- Year-to-Date Income vs Expenses
- Accounts Receivable
- 1130 Due from Operating

Definitions

Assets

Liabilities & Equity

Operating Income & Expense

Reserve Income & Expense

Comparative Income Statement

General Ledger

Accounts Receivable-Positive (30-60-90 Day Aged Delinquency by Owner)

Accounts Receivable-Negative (30-60-90 Day Aged Delinquency by Owner)

Accounts Payable

Bank Statements

Investment Statements

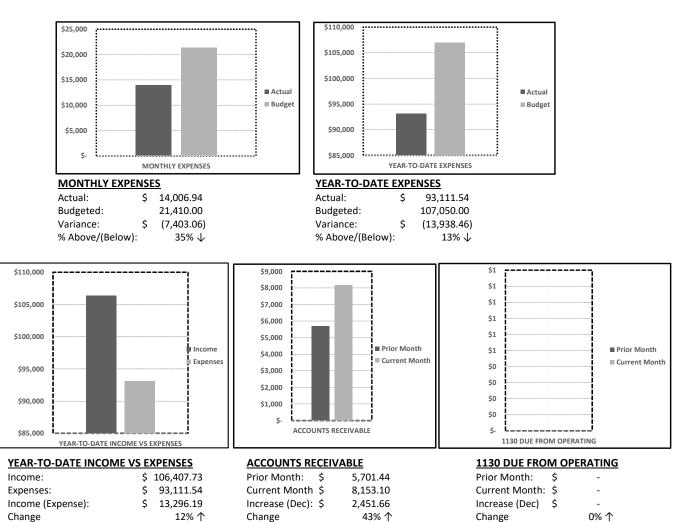
Check Register

Bank Reconciliation

Investment Recap



Operating Analysis Period Ending: May 31, 2020





Operating Analysis Period Ending: May 31, 2020

Definitions for Balance Sheet Accounts

1000 Cash In Bank: This account represents the balances in the Association's checking account as of the end of the financial period.

1140 Accounts Receivable: Fees owed to the Association as of the end of the financial period, usually late or delinquent assessments.

1235 Prepaid Expenses: Amounts pre-paid for expenses like fire protection, maintenance/monitoring contract, and elevator maintenance contract.

1265 Prepaid Insurance: Amounts paid ahead of the current month in insurance premiums. Oftentimes, certain premiums are paid yearly.

1790 General Operating: Operating funds set aside for seasonal and unexpected expenses. If this account goes into a negative position, it becomes account 1130 and means you have borrowed from reserves to pay operating expense.

1908 Replacement Reserve: Amounts in your reserve account.

2100 Accounts Payable: Expenses for the month of the financial statement which were unpaid at end of previous month (paid in the following month). For example, a utility invoice received in June, but for utilities used in the month of May.

2140 Prepaid Account Receivables (A/R): Assessments paid in advance of the assessment date during the financial reporting period, even if they are paid only one day in advance.

2799 Contract Liabilities: This account is used to account for reserve assessments, special assessments, and other contract revenue that has not been spent on the obligation for which they were assessed.

3100 Designated Replacement: The top amount represents the amount in your Reserve Account as of the prior year end. The bottom number represents change in amounts to the Reserve Account in the current year.

3145 Undesignated Operating Fund: The top figure is the net carry-forward cumulative profit of the association as of the prior year-end. The bottom number is the amount of expenses over revenue for the current year.

5900 Contra Revenue: This account is used to adjust the value of operating assessments revenue. The account will be a negative revenue account and will decrease total assessments by the amount of billed assessments the Association does not expect to collect.

5950 Contract Revenue Transfers: This account is used to report the amount of contract revenue transferred to the contract liability account. Reserve assessments not used to pay current major repairs and replacements will be moved to the contract liability account via and adjusting entry to this account. Using this account allows the reader of monthly financial reports to see the amount of reserve assessments billed and compare that to budgeted reserve assessments.

Please note; there are two income and expense statements. The first one is for operating expenses and the second is for reserve expenses.

Balance Sheet For The Period Ended May 31, 2020

ASSETS

Current Assets

TOTAL	CURRENT ASSETS	\$	11,893.52
1265	Prepaid Insurance	3,411.41	
1142	Doubtful Accounts Receivable	(1,429.80)	
1140	Accounts Receivable	8,153.10	
1000	Cash In Bank - Checking	\$ 1,758.81	

DESIGNATED CAPITAL AND UNDESIGNATED OPERATING FUNDS

1790	Operating Contingency	\$ 62,533.90
1908	Replacement Reserve	201,494.84
1910	Serial Assessment	4,185.50

TOTAL FIXED (LONG TERM) ASSETS	<u>\$</u>	.00

TOTAL ASSETS

TOTAL FUNDS

FIXED (LONG TERM) ASSETS

\$ 280,107.76

\$ 268,214.24

Balance Sheet For The Period Ended May 31, 2020

LIABILITIES & EQUITY

CURRENT LIABILITIES

2100 2101 2140	Accounts Payable Accrued Accounts Payable Prepaid A/R	\$ 2,083.38 9,762.33 13,034.90		
TOTAL CUR	RENT LIABILITIES		<u>\$</u>	24,880.61
LONG TERM LIABIL	TIES			
2799	Contract Liabilities (Rsv)	\$ 202,402.86		
TOTAL LON	G TERM LIABILITIES		\$	202,402.86
TOTAL LIA	BILITIES		\$	227,283.47
MEMBERS' EQUITY				
3100 TOTAL RES	Designated Replacement Fund Current Year Addition ERVES (DESIGNATED)	\$ 38,800.00 (35,522.52		3,277.48
3145 TOTAL OPE	Undesignated Operating Fund Current Year Addition RATING (UNDESIGNATED)	\$ 36,250.62 13,296.19		49,546.81
TOTAL MEN	\$	52,824.29		
TOTAL LIABILITIES	<u>\$</u>	280,107.76		

For the month ended May 31, 2020

00 25.01 25.01 25.01 25.01 22.01- 32.03 1.18 25.72 24.54-5830 Interest 17.26 128.66 11.34-86.6-30 1.70.50 72.70 97.80 5845 Late Charges 572.44 363.50 208.94 57.5 87 476.48- .00 476.48-500 Contra Revenue 714.80- .00 714.80- .0 \$ 20981.91 \$ 21409.98 \$ 428.07- \$ 106407.73 \$ 107049.90 \$ 642.17- .6-% \$ 25691 * 193.69 \$ 475.07 \$ 281.38-6060 Electric \$ 1392.13 \$ 2375.35 \$ 983.22- 41.4-% \$ 5.70 1441.84 1544.40 102.56-6090 Gas 784.5 780.85 702.40-90.0- 187 3384.5.17 2460.90 2657.36-6195 Water 878.578.43 1752.50 895.10-5 10.0- 70 0.0 75.13 722.5 985.0-5 10.0- 70 138.6 446		Current Actual \$	Current Budget	Current Var \$	Acct #	Account Title		YTD Actual \$		YTD Budget \$	YTD Var \$	YTD VAR %	Annual Budget \$
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.00 357.12 357.12- 7255 Legal 1107.00 1785.60 678.60- 38.0- 428 201.14 97.28 103.86 7285 Management 553.13 486.40 66.73 13.7 116 2104.22 2104.22 .00 7300 Management Fee 10521.10 10521.10 .00 .0 2525 .00 14.43 7330 Office/Admin Exp - HOA .00 72.15 72.15- 100.0- 17 50.29 50.00 .29 7375 Website Expense 251.45 250.00 1.45 .6 60 27.54 213.19 185.65- 7465 Tax, License, Fees & Audit 989.50 1065.95 76.45- 7.2- 255 1573.03- 142.96 1715.99- 7480 Uncollectible Fees 1573.03- 714.80 2287.83- 320.1- 171 Landscaping 200.00 271.04 71.04- 7630 Sprinkler System Repair 891.00 1355.20 464.20- 34.3- 3255 3320.00 3223.42 96.58 7675<													600.00
201.14 97.28 103.86 7285 Management 553.13 486.40 66.73 13.7 116 2104.22 2104.22 .00 7300 Management Fee 10521.10 10521.10 .00 .00 2525 .00 14.43 14.43 7330 Office/Admin Exp - HOA .00 72.15 72.15 100.0- 17 50.29 50.00 .29 7375 Website Expense 251.45 250.00 1.45 .6 60 27.54 213.19 185.65 7465 Tax, License, Fees & Audit 989.50 1065.95 76.45- 7.2- 255 1573.03- 142.96 1715.99- 7480 Uncollectible Fees 1573.03- 714.80 2287.83- 320.1- 171 Landscaping 200.00 271.04 71.04- 7630 Sprinkler System Repair 891.00 1355.20 464.20- 34.3- 325 320.00 3223.42 96.58 7675 Landscape Maintenance 16600.00 16117.10 482.90 3.0 3868 100.00 <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>28107.97</td></t<>													28107.97
2104.22 2104.22 .00 7300 Management Fee 10521.10 10521.10 .00 .0 2525 .00 14.43 14.43 7330 Office/Admin Exp - HOA .00 72.15 72.15 100.0- 17 50.29 50.00 .29 7375 Website Expense 251.45 250.00 1.45 .6 60 27.54 213.19 185.65- 7465 Tax, License, Fees & Audit 989.50 1065.95 76.45- 7.2- 255 1573.03- 142.96 1715.99- 7480 Uncollectible Fees 1573.03- 714.80 2287.83- 320.1- 171 Landscaping 200.00 271.04 71.04- 7630 Sprinkler System Repair 891.00 1355.20 464.20- 34.3- 325 3320.00 3223.42 96.58 7675 Landscape Miscellaneous 570.00 1267.95 697.95- 55.0- 304 .00 65.00 7780 Tree .00 325.00 100.0- 78 Staffing Recreation .00 156.25						5							4285.44
.00 14.43 14.43-7330 Office/Admin Exp - HOA .00 72.15 72.15-100.0- 17 50.29 50.00 .29 7375 Website Expense 251.45 250.00 1.45 .6 60 27.54 213.19 185.65-7465 Tax, License, Fees & Audit 989.50 1065.95 76.45- 7.2- 255 1573.03- 142.96 1715.99-7480 Uncollectible Fees 1573.03- 714.80 2287.83- 320.1- 171 Landscaping 200.00 271.04 71.04-7630 Sprinkler System Repair 891.00 1355.20 464.20- 34.3- 325 3320.00 3223.42 96.58 7675 Landscape Maintenance 16600.00 16117.10 482.90 3.0 3868 100.00 253.59 153.59-7690 Landscape Miscellaneous 570.00 1267.95 697.95- 55.0- 304 .00 31.25 31.25-8455 Clubhouse Expense .00 156.25 156.25- 100.0- 78 430.00 768.90 338.90-8530 338.90-8530 Swimming Pool Maintenance <td></td> <td>1167.36</td>													1167.36
50.29 50.00 .29 7375 Website Expense 251.45 250.00 1.45 .6 60 27.54 213.19 185.65 7465 Tax, License, Fees & Audit 989.50 1065.95 76.45 7.2 255 1573.03- 142.96 1715.99- 7480 Uncollectible Fees 1573.03- 714.80 2287.83- 320.1- 171 Landscaping 200.00 271.04 71.04- 7630 Sprinkler System Repair 891.00 1355.20 464.20- 34.3- 325 3320.00 3223.42 96.58 7675 Landscape Maintenance 16600.00 16117.10 482.90 3.0 3868 100.00 253.59 153.59- 7690 Landscape Miscellaneous 570.00 1267.95 697.95- 55.0- 304 .00 31.25 31.25- 8455 Clubhouse Expense .00 156.25 156.25- 100.0- 37 430.00 768.90 338.90- 8530 Swimming Pool Maintenance \$ 93111.54 \$ 107050.00 \$ 130- % \$													25250.64
27.54 213.19 185.65-7465 Tax, License, Fees & Audit 989.50 1065.95 76.45- 7.2- 255 1573.03- 142.96 1715.99-7480 Uncollectible Fees 1573.03- 714.80 2287.83- 320.1- 171 Landscaping 200.00 271.04 71.04-7630 Sprinkler System Repair 891.00 1355.20 464.20- 34.3- 325 3320.00 3223.42 96.58 7675 Landscape Maintenance 16600.00 16117.10 482.90 3.0 3868 100.00 253.59 153.59-7690 Landscape Miscellaneous 570.00 1267.95 697.95- 55.0- 304 .00 65.00 65.00-7780 Tree .00 325.00 325.00- 100.0- 78 Staffing Recreation .00 31.25 8455 Clubhouse Expense .00 156.25 156.25- 100.0- 37 430.00 768.90 338.90- 8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922													173.10
1573.03- 142.96 1715.99-7480 Uncollectible Fees 1573.03- 714.80 2287.83- 320.1- 171 Landscaping 200.00 271.04 71.04-7630 Sprinkler System Repair 891.00 1355.20 464.20- 34.3- 325 3320.00 3223.42 96.58 7675 Landscape Maintenance 16600.00 16117.10 482.90 3.0 3868 100.00 253.59 153.59-7690 Landscape Miscellaneous 570.00 1267.95 697.95- 55.0- 304 .00 65.00 65.00-7780 Tree .00 325.00 325.00- 100.0- 78 Staffing Recreation .00 31.25- 8455 Clubhouse Expense .00 156.25- 100.0- 37 430.00 768.90 338.90- 8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922 \$ 14006.94 \$ 21410.00 \$ 7403.06- \$ \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691 Current Period Net Activity:													600.00
Landscaping 200.00 271.04 71.04- 7630 Sprinkler System Repair 891.00 1355.20 464.20- 34.3- 325 3320.00 3223.42 96.58 7675 Landscape Maintenance 16600.00 16117.10 482.90 3.0 3868 100.00 253.59 153.59- 7690 Landscape Miscellaneous 570.00 1267.95 697.95- 55.0- 304 .00 65.00 65.00- 7780 Tree .00 325.00 325.00- 100.0- 78 Staffing Recreation .00 31.25- 8455 Clubhouse Expense .00 156.25- 100.0- 37 430.00 768.90 338.90- 8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922 \$ 14006.94 \$ 21410.00 \$ 7403.06- \$ \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691 Current Period Net Activity:													2558.27
200.00 271.04 71.04-7630 Sprinkler System Repair 891.00 1355.20 464.20-34.3-325 325 3320.00 3223.42 96.58<7675	I		142.96	1715.99-	- 7480	Uncollectible Fees		1573.03 [.]	-	714.80	2287.83-	320.1-	1715.52
3320.00 3223.42 96.58 7675 Landscape Maintenance 16600.00 16117.10 482.90 3.0 3868 100.00 253.59 153.59-7690 Landscape Miscellaneous 570.00 1267.95 697.95- 55.0- 304 .00 65.00 65.00-7780 Tree .00 325.00 325.00- 100.0- 78 Staffing .00 31.25 31.25-8455 Clubhouse Expense .00 156.25 156.25- 100.0- 37 430.00 768.90 338.90-8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922 \$ 14006.94 \$ 21410.00 \$ 7403.06- \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691	_		271.04	71.04-	- 7630	Sprinkler System Repair		891.00		1355.20	464.20-	34.3-	3252.53
100.00 253.59 153.59-7690 Landscape Miscellaneous 570.00 1267.95 697.95- 55.0- 304 .00 65.00 65.00-7780 Tree .00 325.00 325.00- 100.0- 78 Staffing Recreation .00 31.25 31.25-8455 Clubhouse Expense .00 156.25 156.25- 100.0- 37 430.00 768.90 338.90-8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922 \$ 14006.94 \$ 21410.00 \$ 7403.06- \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691 Current Period Net Activity:													38680.99
.00 65.00 65.00-7780 Tree .00 325.00 325.00- 100.0- 78 Staffing Recreation .00 31.25 31.25- 8455 Clubhouse Expense .00 156.25 156.25- 100.0- 37 430.00 768.90 338.90- 8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922 \$ 14006.94 \$ 21410.00 \$ 7403.06- \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691													3043.02
Recreation .00 31.25 31.25- 8455 Clubhouse Expense .00 156.25 156.25- 100.0- 37 430.00 768.90 338.90- 8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922 * 14006.94 \$ 21410.00 \$ 7403.06- \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691 Current Period Net Activity:													780.00
.00 31.25 31.25- 8455 Clubhouse Expense .00 156.25 156.25- 100.0- 37 430.00 768.90 338.90- 8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922 * 14006.94 \$ 21410.00 \$ 7403.06- \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691	9	Staffing											
430.00 768.90 338.90- 8530 Swimming Pool Maintenance 2744.15 3844.50 1100.35- 28.6- 922 \$ 14006.94 \$ 21410.00 \$ 7403.06- \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691	F	Recreation											
\$ 14006.94 \$ 21410.00 \$ 7403.06- \$ 93111.54 \$ 107050.00 \$ 13938.46- 13.0- % \$ 25691 YTD Net Activity: YTD Net Activity:													375.00
YTD Net Activity:		430.00	768.90	 338.90-	- 8530	Swimming Pool Maintenance		2744.15		3844.50	1100.35-	28.6-	9226.74
	\$	14006.94 \$	21410.00	\$ 7403.06-			\$	93111.54	\$	107050.00 \$	13938.46-	13.0- % \$	256919.55
	_C	urrent Period N	let Activity:	 			_		Y	TD Net Activity:			
				\$ 6974.99			\$	13296.19			13296.29	12.4 \$.03

For the month ended May 31, 2020

	Current Actual \$	Current Budget	Current Var \$	Acct #	Account Title	YTD Actual \$	YTD Budget \$	YTD Var \$	YTD VAR %	Annual Budget \$
М	lillridge HOA	-SA Roof				 				
Rev	venue									
\$	2900.00 \$ 2900.00-	.00 \$.00	2900.00		Assessment Contract Revenue Transfers	\$ 16100.00 16100.00-		16100.00 16100.00-	.0 %\$.0	.00 .00
U F G Li S	benses Itilities iacility General & Adm andscaping itaffing Recreation	iinistrative				 				
<u>_Cı</u> \$	urrent Period I .00 \$	<u>Net Activity:</u> .00 \$.00			\$.00	Y <u>TD Net Activ</u> ity: \$.00 \$.00	.0 \$.00

For the month ended May 31, 2020

	Current Actual \$	Current Budget	Current Var \$	Acct #	Account Title	YTD Actual \$	I	YTD Budget \$	YTD Var \$	YTD VAR %	Annual Budget \$
Mi	illridge HOA	- Reserves				 					
Rev	enue										
\$	5324.90 \$	5324.90		5000	Homeowners' Fees	\$ 26624.50	\$	26624.50 \$.00	.0 %\$	63898.76
	2.76	.00	2.7		Interest	75.20		.00	75.20	.0	.00
	5327.66-	.00	5327.6	5- 5950	Contract Revenue Transfers	 26699.70-	•	.00	26699.70-	.0	.00
\$.00 \$	5324.90	\$ 5324.9)-		\$.00	\$	26624.50 \$	26624.50-	100.0- % \$	63898.76
Ūt	enses tilities acility										
\$, .00 \$.00	\$.0	0 6440	Plumbing	\$.00	\$.00 \$.00	.0 %\$	19348.00
·	.00	.00	.0	0 6615	Light Fixtures	.00		2943.00	2943.00-	100.0-	2943.00
	.00	.00	.0	0 6620	Masonry	.00		9867.00	9867.00-	100.0-	9867.00
	.00	.00	.0	0 6630	Painting	.00		.00	.00	.0	48175.00
	.00	.00	.0	0 6660	Paving & Curbs	.00		.00	.00	.0	103525.00
	.00	.00	.0) 6735	Roof Repair	34897.52		.00	34897.52	.0	.00
	.00	.00	.0	0 6810	Siding	.00		.00	.00	.0	9616.00
Ge	eneral & Adm	inistrative									
	625.00	.00	625.0	0 7120	Consultants	625.00		.00	625.00	.0	.00
	andscaping										
	affing										
Re	ecreation					 					
\$	625.00 \$.00	\$ 625.0))		\$ 35522.52	\$	12810.00 \$	22712.52	177.3 % \$	193474.00
Cu	rrent Period N	let Activity:		_		 		D Net Activity:			
\$	625.00-\$	5324.90	\$ 5949.9)-		\$ 35522.52-	\$	13814.50 \$	49337.02-	277.3- \$	129575.24-