

Our Ref:	BOD/20	/TLC #205
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TO: BOARD OF DIRECTORS

**MILLRIDGE TOWNHOMES** 

FROM: STEVE MEYER, COMMUNITY MANAGER

**COMMUNITY MANAGEMENT, INC., AAMC** 

SUBJECT: FINANCIAL STATEMENT

DATE: November 13, 2016

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

[ ] Mailed		[ ] Hand delivered on	[x]Er	mailed to Boar	rd
6/30/16	[]	12/31	/16	[]	
5/31/16	[]	11/30	/16	[]	
4/30/16	[]	10/31	/16	[x]	
3/31/16	[]	9/30/	16	[]	
2/29/16	[]	8/31/	16	[]	
1/31/16	[]	7/31/	16	[]	

#### **Community Manager's Remarks:**

- 1. Year to date, the association has assessed \$202k in operating income which is .2% above anticipated. The association has contributed \$45k to reserves. Accounts receivable is \$4k (same as last month) of which \$507 is considered doubtful accounts receivable. The association has \$204k in total reserve assets, which includes operating contingency and replacement reserves. Year to date, the association has spent \$73k from the replacement reserve account.
- 2. Gas is over budget. Plumbing repairs are over budget. All other utility expenses are below budget year to date.
- 3. Pest control is over budget. Property maintenance is over budget. All other facility expenses are below budget year to date.
- 4. Insurance is slightly over budget. Office admin expense is over budget. All other





# Community Management, Inc.

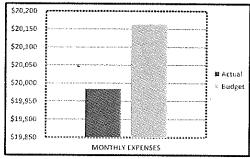
- general and administrative expenses are below budget year to date.
- 5. Sprinkler system repair and landscape miscellaneous is over budget year to date. All other landscape expenses are below budget year to date.
- 6. All other staffing and recreations expenses are below budget year to date.
- 7. Overall, year to date operating expenses are running 6.6% below budget. Year to date, total operating income exceeds total operating expense by \$13,872.

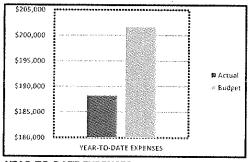
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Operating Analysis Period Ending: October 31, 2016



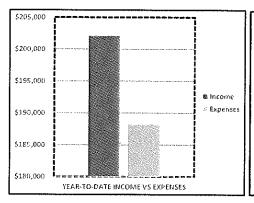


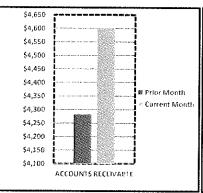
#### **MONTHLY EXPENSES**

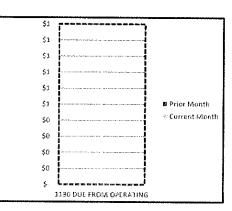
Actual: \$ 19,984.47 Budgeted: 20,164.41 Variance: \$ (179.94) % Above/(Below): 1% ↓

#### **YEAR-TO-DATE EXPENSES**

Actual: \$ 188,242.53 Budgeted: 201,644.10 Variance: \$ (13,401.57) % Above/(Below): 7% ↓







#### YEAR-TO-DATE INCOME VS EXPENSES

Income: \$ 202,114.94 Expenses: \$ 188,242.53 Income (Expense): \$ 13,872.41 Change 7% ↑

#### **ACCOUNTS RECEIVABLE**

Prior Month: \$ 4,282.81 Current Month \$ 4,600.25 Increase (Dec): \$ 317.44 Change 7% ↑

#### 1130 DUE FROM OPERATING

Prior Month: \$ Current Month: \$ Increase (Dec) \$ Change 0% ↑

# Balance Sheet For The Period Ended October 31, 2016 ASSETS

#### **Current Assets**

1000	Cash In Bank - Checking	\$	8,212.21
1140	Accounts Receivable	,	4,600.25
1142	Doubtful Accounts Receivable		(507.45)
1265	Prepaid Insurance		3,947.31

#### **TOTAL CURRENT ASSETS**

\$ 16,252.32

## **DESIGNATED CAPITAL AND UNDESIGNATED OPERATING FUNDS**

1790	Operating Contingency	\$	70,433.84
1908	Replacement Reserve	•	133,698.21

**TOTAL FUNDS** \$ 204,132.05

### **FIXED (LONG TERM) ASSETS**

TOTAL FIXED (LONG TERM) ASSETS \$ .00

TOTAL ASSETS \$ 220,384.37

# Balance Sheet For The Period Ended October 31, 2016 LIABILITIES & EQUITY

<b>CURRENT</b>	LIABIL	ITIES

2100 2101 2140 <b>TOTAL C</b> L	Accounts Payable Accrued Accounts Payable Prepaid A/R  JRRENT LIABILITIES	\$ 4,055.25 14,146.48 9,148.13	3	27,349.86
LONG TERM LIABI	LITIES			
TOTAL LO	ONG TERM LIABILITIES		\$	.00.
TOTAL LI	ABILITIES		\$	27,349.86
MEMBERS EQUITY	<u>L</u>			
3100 TOTAL RE	Designated Replacement Fund Current Year Addition (SERVES (DESIGNATED)	\$ 161,519.46 (27,821.25		133,698.21
3145 TOTAL OP	Undesignated Operating Fund Current Year Addition PERATING (UNDESIGNATED)	\$ 45,463.89 13,872.41	<u>\$</u>	59,336.30
TOTAL ME	MBERS' EQUITY		\$	193,034.51
TOTAL LIABILITIES	S AND EQUITY		\$	220,384.37

#### For the month ended October 31, 2016

200.00		Current Actual \$	Current Budget	(	Current Var \$	Acct #	Account Title		YTD Actual \$		YTD Budget \$	YTD Var \$	YTD VAR %	Annual Budget \$
\$ 20094.00 \$ 20079.06 \$ 14.94 \$ 5000 \$ Homeowners' Fees \$ 20094.00 \$ 2 00790.60 \$ 1494.90 \$ 1.9 \$ \$ 240944 \$ 2000.00 \$ 41.670 \$ 283.30 \$ 68.0 \$ 500 \$ 3.30 \$ 2.00 \$ 1.00 \$ 5305 \$ Key \$ 50.00 \$ 2.00 \$ 1.00 \$ 50.00 \$ 8.0 \$ 2.00 \$ 41.670 \$ 283.30 \$ 68.0 \$ 500 \$ 46.59 \$ 41.67 \$ 4.92 \$ 5845 \$ Late Charges \$ 387.90 \$ 20.00 \$ 17.00 \$ 85.0 \$ 2.00 \$ 46.59 \$ 41.67 \$ 4.92 \$ 5845 \$ Late Charges \$ 387.90 \$ 20.00 \$ 17.00 \$ 85.0 \$ 2.0	M	lillridge HOA	- Op											<del></del> -
200.00	Inc	ome												
200.00	\$			\$			Homeowners' Fees	\$	200940.00	\$	200790.60 \$	149.40	.1 % \$	240948.72
.00					158.33	5230	Clubhouse		700.00	Ĺ	416.70			500.00
3.30 2.00 17.00 85.0 2. 46.59 41.67 4.92 5845 Late Charges 37.00 20.00 17.00 85.0 2. \$ 20343.89 \$ 20164.40 \$ 179.49 \$ 201644.00 \$ 470.94 2.8 % \$ 24197.  Expenses  Utilities \$ 416.67 \$ 416.67 \$					.00	5305			50.00		.00	50.00	.0	.00
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\$ 416.67 \$ 416.67 \$ 0.06 600 Electric \$ 4016.66 \$ 4166.70 \$ 150.04 \$ 3.6-% \$ 5000 1419.00 1441.67 \$ 22.67-6090 Garbage 14411.09 14416.70 5.61 .0 17300 1421.01 187.50 162.69-6105 Gas 1993.78 1875.00 118.78 6.3 2251 4225.00 4225.00 .0 6150 Sewer 40982.76 4225.00 1267.24 3.0- 50700 2566.67 2566.6	Ext	enses							•					
1419.00	Ĺ	Itilities												
1419.00	\$	416.67 \$	416.67	\$	.00	6060	Electric	\$	4016.66	\$	4166.70 \$	150.04-	3 6- % ¢	5000.00
24.81 187.50 162.69 6105 Gas 1993.78 1875.00 116.78 6.3 2250 4225.00 4225.00 1267.24 3.0 50700 4250.00 1267.24 3.0 50700 50.00 50.00 50.00 6150 Sewer 40982.76 42250.00 1267.24 3.0 50700 50.00 50.00 50.00 50.00 6255 Plumbing Maintenance 587.00 500.00 87.00 17.4 6000 50.00 50.00 50.00 50.00 6255 Plumbing Maintenance 587.00 500.00 87.00 17.4 6000 50.00 583.33 583.3 583.3 56340 Gutter/Downspout 3494.00 5833.30 2339.30 40.1 7000 50.8 125.00 70 6-150 60.00 62.50 6675 Pest Control 1200.00 625.00 575.00 92.0 755 60.00 208.33 208.33 6585 General Maint Supplies 124.30 125.00 70 6-150 60.00 208.33 208.33 638.35 6670 Property Maintenance 9501.52 9141.70 359.82 3.9 10970 6250.00 208.33 208.33 6735 6090 Property Maintenance 9501.52 9141.70 359.82 3.9 10970 6250.00 208.33 208.33 6735 6090 Property Maintenance 9501.52 9141.70 359.82 3.9 10970 6250.00 208.33 2083.3 6735 6090 Property Maintenance 9501.52 9141.70 359.82 3.9 10970 6250.00 6250 6250 7120 Consultants 0.0 625.00 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.00 625.00 100.0 7500 625.0		1419.00	1441.67		22.67-	6090	Garbage	•		т.	•			17300.00
## 4225.00   4225.00   .00   6150   Sewer   40982.76   42250.00   1267.24   3.0   50700   2566.67   2566.67   .00   6150   Water   24417.45   25666.70   1249.25   4.9   38800   1.00   50.00   50.00   50.00   6225   Plumbing Maintenance   587.00   500.00   87.00   17.4   600   600   60.		24.81	187.50		162.69-	6105	Gas							2250.00
2566.67		4225.00	4225.00		.00	6150	Sewer							
Facility		2566.67	2566.67											
Security		.00	50.00		50.00-									600.00
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100   62.50   62.50   6675   Fest Control   1200.00   625.00   575.00   92.0   755														
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General & Administrative  111.47														750.00
General & Administrative  111.47   250.00   138.53- 7105   Office/Admin Exp - CMI   2101.38   2500.00   398.62- 15.9- 3000   398.62- 16.5- 3000   398.62- 16.5- 3000   398.62- 16.5- 3000   398.62- 16.5- 3000   398.62- 16.5- 3000   398.62- 16.5- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.62- 3000   398.														
111.47	G				_00.00	0,00	repair		1055.00		2003.30	-0.50	21.5"	2500.00
.00 62.50 62.50 7120 Consultants .00 625.00 625.00 100.0- 755 2083.78 2081.78 2.00 7225 Insurance 20837.80 20817.80 20.00 .1 24981 .00 250.00 250.00 250.00 7255 Legal 1484.00 2500.00 1016.00- 40.6- 3000 .00 75.43 75.43 75.43 7285 Management .00 754.30 754.30 100.0- 905 1969.35 1969.35 .00 7300 Management Fee 19693.50 19693.50 .00 .0 23632 5.00 35.00 30.00- 7330 Office/Admin Exp - HOA 447.97 350.00 97.97 28.0 420 50.00 50.00 .00 7375 Website Expense 500.00 500.00 .00 .0 600 1765.00 375.00 1390.00 7465 Tax, License, Fees & Audit 2680.00 3750.00 1070.00- 28.5- 4500 Landscaping .00 166.67 166.67 7480 Uncollectible Fees .00 4166.70 4166.70 100.0- 5000 Landscaping .00 166.67 166.67 7630 Sprinkler System Repair 2911.00 1666.70 1244.30 74.7 2000 2727.00 2622.00 105.00 7675 Landscape Maintenance 26114.00 26220.00 106.00- 4- 31464 .00 300.00 300.00 300.00- 7690 Landscape Miscellaneous 3121.00 3000.00 121.00 4.0 3600 Staffing Recreation .00 50.00 50.00 50.00- 50.00- 500.00 500.0					138 53-	7105	Office/Admin Evn - CMI		2101 30		2500.00	200.62	150	2000.00
2083.78														
.00 250.00 250.00 7255 Legal 1484.00 2500.00 1016.00 40.6- 3000 .00 754.33 75.43 7285 Management .00 754.30 754.30 100.0- 905 1969.35 1969.35 .00 7300 Management Fee 19693.50 19693.50 .00 .0 23632 5.00 35.00 30.00 7330 Office/Admin Exp - HOA 447.97 350.00 97.97 28.0 420 50.00 50.00 .00 7375 Website Expense 500.00 500.00 .00 .0 600 1765.00 375.00 1390.00 7465 Tax, License, Fees & Audit 2680.00 3750.00 1070.00 28.5- 4500 .00 416.67 416.67 7480 Uncollectible Fees .00 4166.70 4166.70 100.0- 5000 Landscaping .00 166.67 166.67 7630 Sprinkler System Repair 2911.00 1666.70 1244.30 74.7 2000 2727.00 2622.00 105.00 7675 Landscape Maintenance 26114.00 2622.00 106.00 .4- 31464 .0 300.00 300.00 50.00 50.00 50.00 107.00 28.5- 4500 500.00 500														750.00
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5.00 35.00 30.00 7330 Office/Admin Exp - HOA 447.97 350.00 97.97 28.0 420 50.00 50.00 .00 7375 Website Expense 500.00 500.00 .00 .0 600 1765.00 375.00 1390.00 7465 Tax, License, Fees & Audit 2680.00 3750.00 1070.00 28.5 4500 .00 416.67 416.67 7480 Uncollectible Fees .00 4166.70 4166.70 100.0 5000 Landscaping .00 166.67 166.67 7630 Sprinkler System Repair 2911.00 1666.70 1244.30 74.7 2000 2727.00 2622.00 105.00 7675 Landscape Maintenance 26114.00 26220.00 106.00 .4 31464 .00 300.00 300.00 7690 Landscape Miscellaneous 3121.00 3000.00 121.00 4.0 3600 Staffing Recreation .00 50.00 50.00 50.00 8455 Clubhouse Expense 450.00 500.00 500.00 10.0 600 50.00 791.67 791.67 8530 Swimming Pool Maintenance 5538.32 7916.70 2378.38 30.0 9500 \$19984.47 \$ 20164.41 \$ 179.94 \$ 188242.53 \$ 201644.10 \$ 13401.57 6.6 % \$ 241972 \$ Current Period Net Activity:							~							905.12
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300.00 300.00 300.00 300.00 300.00 300.00 300.00 121.00 4.0 3600 Staffing Recreation  .00 50.00														2000.00
Staffing Recreation  .00														31464.00
Recreation .00 50.00 50.00 50.00- 8455 Clubhouse Expense 450.00 500.00 50.00- 10.0- 600 .00 791.67 8530 Swimming Pool Maintenance 5538.32 7916.70 2378.38- 30.0- 9500  \$ 19984.47 \$ 20164.41 \$ 179.94- \$ 188242.53 \$ 201644.10 \$ 13401.57- 6.6-% \$ 241972  Current Period Net Activity:	c		300.00		300.00-	7690	Landscape Miscellaneous		3121.00		3000.00	121.00	4.0	3600.00
.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 50.00 600 50.0		-												
.00 791.67 791.67- 8530 Swimming Pool Maintenance 5538.32 7916.70 2378.38- 30.0- 9500  \$ 19984.47 \$ 20164.41 \$ 179.94- \$ 188242.53 \$ 201644.10 \$ 13401.57- 6.6-% \$ 241972  Current Period Net Activity:  The Activity:	K		50.00		E0.00	0455	Clubb Process		4=0.00					
\$ 19984.47 \$ 20164.41 \$ 179.94- \$ 188242.53 \$ 201644.10 \$ 13401.57- 6.6-% \$ 241972  Current Period Net Activity:  The state of the stat														600.00
Current Period Net Activity:  The state of t		.00	/91.6/		-/91.67 	8530	Swimming Pool Maintenance		5538.32		7916.70	2378.38-	30.0-	9500.00
# 350 43 # 01 # 350 43	\$	19984.47 \$	20164.41	\$	179.94-			\$	188242.53	\$	201644.10 \$	13401.57-	6.6- % \$	241972.72
# 350 43 # 01 # 350 43	CI.	rrent Period N	et Activity:							VT	D Not Activity			
\$ 138/2.51 \$ .1U-\$ 138/2.51 6.8 \$				t	350 43			<del>d.</del>	12072 41			12072 51	<u> </u>	
	*	JJJ. 12 4	.01- 3	۲	222.72			4	130/2.41	Þ	.10-\$	138/2.51	ხ.გ \$	.00

#### For the month ended October 31, 2016

	Current Actual \$	Current Budget		Current Var \$	Acct #	Account Title		YTD Actual \$		YTD Budget \$	YTD Var \$	YTD VAR %	Annual Budget \$
М	lillridge HOA	- Reserves											
Inc	ome												
\$	4533.00 \$ 5.58	4533.00 .00	\$	.00. 5.58		Homeowners' Fees Interest	\$	45330.00 53.41	\$	45330.00 \$ .00	.00 53.41	.0 % \$ .0	54396.00 .00
\$	4538.58 \$	4533.00	\$	5.58			\$	45383.41	\$	45330.00 \$	53.41	.1 % \$	54396.00
	enses tilities												
\$ _	.00 \$	.00	\$	.00	6225	Water Lines	\$	.00	\$	69394.00 \$	69394.00-	100.0- % \$	69394.00
۲	acility											•	
	.00	.00		.00		Drainage		.00		10000.00	10000.00-	100.0-	10000.00
	.00	.00		.00		Gutter/Downspout		24352.30		.00	24352.30	.0	.00
	.00	.00		.00	6630	Painting		2626.36		.00	2626.36	.0	.00
	.00	.00		.00	6660	Paving & Curbs		10550.00		.00	10550.00	.0	.00
	1525.00	.00		1525.00	6735	Roof Repair		1525.00		.00	1525.00	.0	.00
_	.00	.00.		.00	6795	Sidewalks		7450.00		.00	7450.00	.0	.00
	eneral & Adm	iriistrative											
Le	andscaping	00		00	7675								
	.00	.00		.00		Landscape Maintenance		3085.00		.00	3085.00	.0	.00
	.00 .00	.00		.00	7690	Landscape Miscellaneous		16441.00		.00	16441.00	.0	.00
-		.00		.00	7780	Tree		3900.00		.00	3900.00	.0	.00
	taffing ecreation												
K	.00	.00		00	0460	Destauation							
	.00	.00		.00		Restoration		3275.00		.00	3275.00	.0	.00
	.00	.00		.00	8530	Swimming Pool Maintenance		.00		1050.00	1050.00-	100.0-	1050.00
\$	1525.00 \$	.00	\$	1525.00			\$	73204.66	\$	80444.00 \$	7239.34-	9.0- % \$	80444.00
Cu	rrent Period N	let Activity							VT	D. Not Activity			
\$	3013.58 \$	4533.00	\$	1519.42-	-		\$	27821.25-		D Net Activity: 35114.00-\$	7202 75	01	20040.00
т	- 0 - 0 . O O W	.555.00	4	1010.12			₽	4/021.23-	₽	33114,00-\$	7292.75	9.1 \$	26048.00-