



Community Management, Inc.

Our Ref: BOD/20/TLC #205

**TO: BOARD OF DIRECTORS
MILLRIDGE TOWNHOMES**

**FROM: STEVE MEYER, COMMUNITY MANAGER
COMMUNITY MANAGEMENT, INC., AAMC**

SUBJECT: FINANCIAL STATEMENT

DATE: August 23, 2018

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

1/31/18	<input type="checkbox"/>	7/31/18	<input checked="" type="checkbox"/>
2/28/18	<input type="checkbox"/>	8/31/18	<input type="checkbox"/>
3/31/18	<input type="checkbox"/>	9/30/18	<input type="checkbox"/>
4/30/18	<input type="checkbox"/>	10/31/18	<input type="checkbox"/>
5/31/18	<input type="checkbox"/>	11/30/18	<input type="checkbox"/>
6/30/18	<input type="checkbox"/>	12/31/18	<input type="checkbox"/>

Mailed Hand delivered on Emailed to Board

Community Manager's Remarks:

1. Year to date, the association has assessed \$143k in operating income which is .1% above anticipated. The association has contributed \$35k to reserves and has collected \$67k in serial assessments. Accounts receivable is \$8k (same as last month) of which \$715 is considered doubtful accounts receivable. The association has \$237k in total reserve assets, which includes operating contingency and replacement reserves. Year to date, the association has spent \$78k from the replacement reserve account.
2. Electric is over budget. Sewer is slightly over budget. All other utility expenses are below budget year to date.
3. Gutter downspout is over budget due to a recent cleaning. General maintenance supplies are over budget. All other facility expenses are below budget year to date.

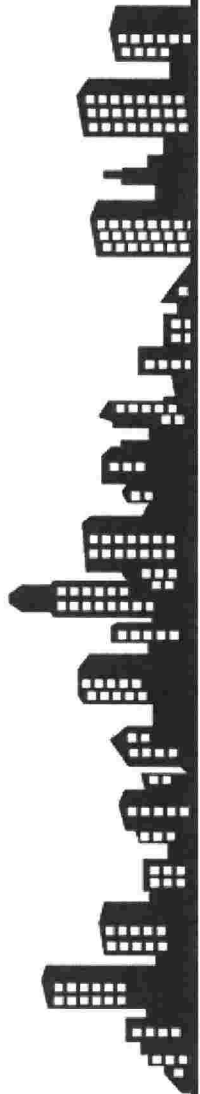




Community Management, Inc.

4. Office admin CMI is over budget. Consultants is over budget due to the reserve study update. Legal is over budget due to advice from the HOA's attorney regarding the assessment. Management is slightly over budget due to the extra accounting time spent on the serial assessment. License tax fees and audit are over budget. All other general and administrative expenses are below budget year to date.
5. Landscape miscellaneous is over budget. All other landscape expenses are below budget year to date.
6. All clubhouse and pool expenses are below budget year to date.
7. Overall, year to date operating expenses are running 1.5% over budget. Year to date, total operating expense exceeds total operating income by \$2,022.

SM/p





Millridge HOA

Operating Analysis
Period Ending: July 31, 2018

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

APPROVED

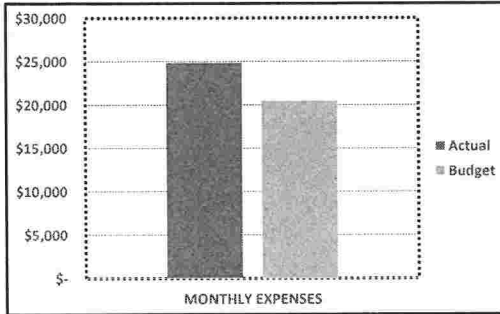
AUG 22 2018

S.M.



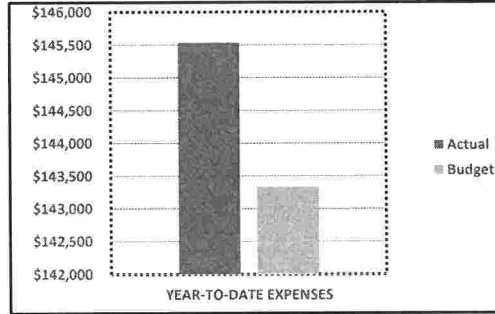
Millridge HOA

Operating Analysis
Period Ending: July 31, 2018



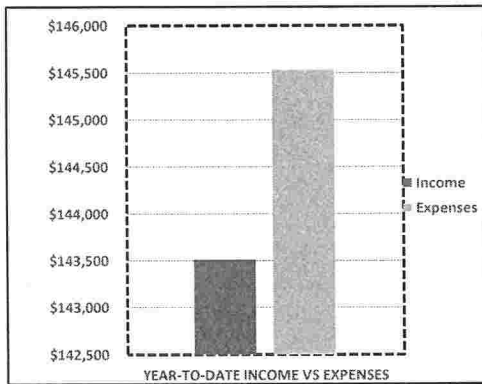
MONTHLY EXPENSES

Actual: \$ 24,854.57
 Budgeted: 20,476.01
 Variance: \$ 4,378.56
 % Above/(Below): 21% ↑



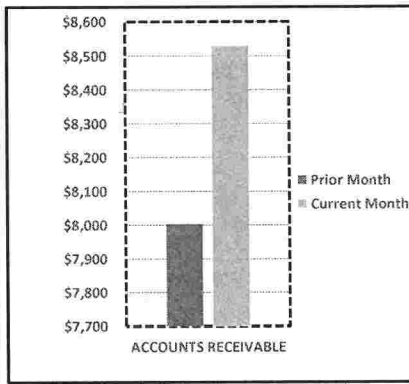
YEAR-TO-DATE EXPENSES

Actual: \$ 145,535.77
 Budgeted: 143,332.07
 Variance: \$ 2,203.70
 % Above/(Below): 2% ↑



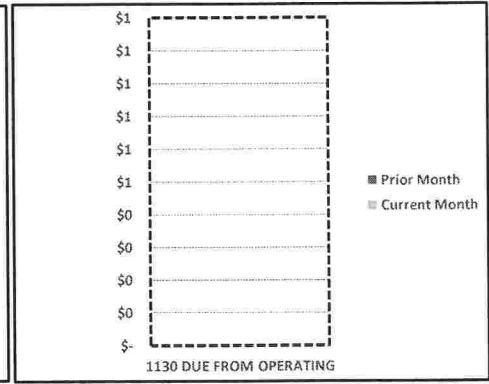
YEAR-TO-DATE INCOME VS EXPENSES

Income: \$ 143,513.42
 Expenses: \$ 145,535.77
 Income (Expense): \$ (2,022.35)
 Change 1% ↓



ACCOUNTS RECEIVABLE

Prior Month: \$ 8,003.44
 Current Month: \$ 8,529.06
 Increase (Dec): \$ 525.62
 Change 7% ↑



1130 DUE FROM OPERATING

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



Millridge HOA

Operating Analysis
Period Ending: July 31, 2018

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.

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.

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

The Financial Statement was prepared by Community Management, Inc. and is subject to review

Millridge HOA

Balance Sheet For The Period Ended July 31, 2018

ASSETS

Current Assets

1000	Cash In Bank - Checking	\$	12,248.47
1140	Accounts Receivable		8,529.06
1142	Doubtful Accounts Receivable		(715.30)
1265	Prepaid Insurance		3,598.17

TOTAL CURRENT ASSETS \$ 23,660.40

DESIGNATED CAPITAL AND UNDESIGNATED OPERATING FUNDS

1790	Operating Contingency	\$	78,509.78
1908	Replacement Reserve		91,087.04
1910	Serial Assessment		67,770.00

TOTAL FUNDS \$ 237,366.82

FIXED (LONG TERM) ASSETS

TOTAL FIXED (LONG TERM) ASSETS \$.00

TOTAL ASSETS \$ **261,027.22**

Millridge HOA

Balance Sheet For The Period Ended July 31, 2018

LIABILITIES & EQUITY

CURRENT LIABILITIES

2100	Accounts Payable	\$	2,415.19
2101	Accrued Accounts Payable		8,118.88
2140	Prepaid A/R		13,369.66
2190	Insurance Proceeds Payable		(3,142.34)

TOTAL CURRENT LIABILITIES \$ 20,761.39

LONG TERM LIABILITIES

TOTAL LONG TERM LIABILITIES \$.00

TOTAL LIABILITIES \$ 20,761.39

MEMBERS' EQUITY

3100	Designated Replacement Fund	\$	133,681.58
	Current Year Addition		<u>25,175.46</u>
	TOTAL RESERVES (DESIGNATED)	\$	158,857.04

3145	Undesignated Operating Fund	\$	83,431.14
	Current Year Addition		<u>(2,022.35)</u>
	TOTAL OPERATING (UNDESIGNATED)	\$	81,408.79

TOTAL MEMBERS' EQUITY \$ 240,265.83

TOTAL LIABILITIES AND EQUITY \$ 261,027.22

Millridge HOA

For the month ended July 31, 2018

Current Actual \$	Current Budget	Current Var \$	Acct #	Account Title	YTD Actual \$	YTD Budget \$	YTD Var \$	YTD VAR %	Annual Budget \$
Millridge HOA - Op									
Revenue									
\$ 20392.37	\$ 20392.33	\$.04	5000	Homeowners' Fees	\$ 142746.59	\$ 142746.31	\$.28	.0 %	\$ 244707.96
.00	41.67	41.67-	5230	Clubhouse	.00	291.69	291.69-	100.0-	500.00
44.28	3.67	40.61	5830	Interest	245.56	25.69	219.87	855.9	44.00
76.43	38.33	38.10	5845	Late Charges	521.27	268.31	252.96	94.3	460.00
<hr/>					<hr/>				
\$ 20513.08	\$ 20476.00	\$ 37.08			\$ 143513.42	\$ 143332.00	\$ 181.42	.1 %	\$ 245711.96
Expenses									
Utilities									
\$ 519.87	\$ 450.00	\$ 69.87	6060	Electric	\$ 3344.49	\$ 3150.00	\$ 194.49	6.2 %	\$ 5400.00
1497.90	1470.50	27.40	6090	Garbage	10212.18	10293.50	81.32-	.8-	17646.00
261.17	141.67	119.50	6105	Gas	970.12	991.69	21.57-	2.2-	1700.00
4483.78	4208.33	275.45	6150	Sewer	30295.49	29458.31	837.18	2.8	50500.00
4354.12	3041.67	1312.45	6195	Water	17142.08	21291.69	4149.61-	19.5-	36500.00
.00	66.67	66.67-	6225	Plumbing Maintenance	450.00	466.69	16.69-	3.6-	800.00
Facility									
210.00	308.33	98.33-	6540	Gutter/Downspout	5755.00	2158.31	3596.69	166.6	3700.00
150.00	.00	150.00	6584	Janitorial Labor	150.00	.00	150.00	.0	.00
.00	25.00	25.00-	6585	General Maint Supplies	632.41	175.00	457.41	261.4	300.00
140.00	140.00	.00	6675	Pest Control	980.00	980.00	.00	.0	1680.00
.00	833.33	833.33-	6690	Property Maintenance	3246.26	5833.31	2587.05-	44.3-	10000.00
.00	416.67	416.67-	6735	Roof Repair	1385.00	2916.69	1531.69-	52.5-	5000.00
General & Administrative									
1193.57	166.67	1026.90	7105	Office/Admin Exp - CMI	3643.28	1166.69	2476.59	212.3	2000.00
.00	145.83	145.83-	7120	Consultants	1750.00	1020.81	729.19	71.4	1750.00
2272.74	2274.33	1.59-	7225	Insurance	15909.18	15920.31	11.13-	.1-	27291.96
.00	125.00	125.00-	7255	Legal	3627.48	875.00	2752.48	314.6	1500.00
61.25	41.67	19.58	7285	Management	422.50	291.69	130.81	44.8	500.00
2019.00	2019.00	.00	7300	Management Fee	14133.00	14133.00	.00	.0	24228.00
.00	41.67	41.67-	7330	Office/Admin Exp - HOA	172.98	291.69	118.71-	40.7-	500.00
50.00	50.00	.00	7375	Website Expense	350.00	350.00	.00	.0	600.00
2040.00	250.00	1790.00	7465	Tax, License, Fees & Audit	2841.00	1750.00	1091.00	62.3	3000.00
.00	60.00	60.00-	7480	Uncollectible Fees	.00	420.00	420.00-	100.0-	720.00
Landscaping									
101.50	250.00	148.50-	7630	Sprinkler System Repair	1656.40	1750.00	93.60-	5.3-	3000.00
2983.00	2983.00	.00	7675	Landscape Maintenance	20881.00	20881.00	.00	.0	35796.00
1850.00	250.00	1600.00	7690	Landscape Miscellaneous	2105.00	1750.00	355.00	20.3	3000.00
Staffing									
Recreation									
.00	50.00	50.00-	8455	Clubhouse Expense	85.96	350.00	264.04-	75.4-	600.00
666.67	666.67	.00	8530	Swimming Pool Maintenance	3394.96	4666.69	1271.73-	27.3-	8000.00
<hr/>					<hr/>				
\$ 24854.57	\$ 20476.01	\$ 4378.56			\$ 145535.77	\$ 143332.07	\$ 2203.70	1.5 %	\$ 245711.96
Current Period Net Activity:					YTD Net Activity:				
\$ 4341.49-	.01-	\$ 4341.48-			\$ 2022.35-	\$.07-	\$ 2022.28-	1.4-	\$.00

Millridge HOA

For the month ended July 31, 2018

Current Actual \$	Current Budget	Current Var \$	Acct #	Account Title	YTD Actual \$	YTD Budget \$	YTD Var \$	YTD VAR %	Annual Budget \$
Millridge HOA - Reserves									
Revenue									
\$ 5111.00	\$ 5111.00	\$.00	5000	Homeowners' Fees	\$ 35777.00	\$ 35777.00	\$.00	.0 %	\$ 61332.00
4850.00	.00	4850.00	5015	Assessment	67770.00	.00	67770.00	.0	.00
85.15	.00	85.15	5830	Interest	345.43	.00	345.43	.0	.00
.00	.00	.00	5890	Miscellaneous	.01	.00	.01	.0	.00
<hr/>					<hr/>				
\$ 10046.15	\$ 5111.00	\$ 4935.15			\$ 103892.44	\$ 35777.00	\$ 68115.44	190.4 %	\$ 61332.00
Expenses									
Utilities									
Facility									
\$.00	\$.00	\$.00	6735	Roof Repair	\$ 75380.00	\$.00	\$ 75380.00	.0 %	\$.00
General & Administrative									
.00	.00	.00	7120	Consultants	500.00	.00	500.00	.0	.00
Landscaping									
Staffing									
Recreation									
.00	.00	.00	8530	Swimming Pool Maintenance	2836.98	.00	2836.98	.0	.00
<hr/>					<hr/>				
\$.00	\$.00	\$.00			\$ 78716.98	\$.00	\$ 78716.98	.0 %	\$.00
<hr/>					<hr/>				
Current Period Net Activity:					YTD Net Activity:				
\$ 10046.15	\$ 5111.00	\$ 4935.15			\$ 25175.46	\$ 35777.00	\$ 10601.54	190.4	\$ 61332.00