



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: July 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	[ ]	11/30/20	[ ]
6/30/20	[ x ]	12/31/20	[ ]

[ ] Mailed                      [ ] Hand delivered on                      [ x ] Emailed to Board

**Community Manager’s Remarks:**

1. Year to date, the association has assessed \$127k in operating income which is 0.8% below anticipated. The association has contributed \$31 to reserves and has collected \$19k in serial assessments. Accounts receivable is at \$8k (same as last month). The association has \$276k 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, website and taxes license fees and audit are over budget. All other general and administrative expenses are below budget year to date.





Community Management, Inc.

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 11.4% under budget. Year to date, total operating income exceeds total operating expense by \$13,634.

SM/p





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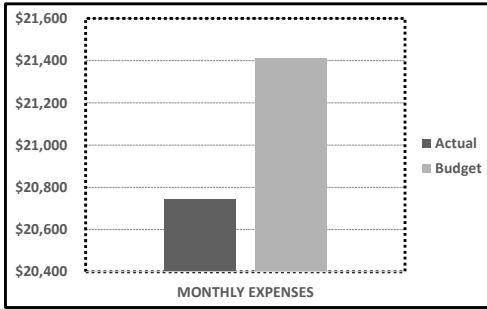
**Bank Reconciliation**

**Investment Recap**



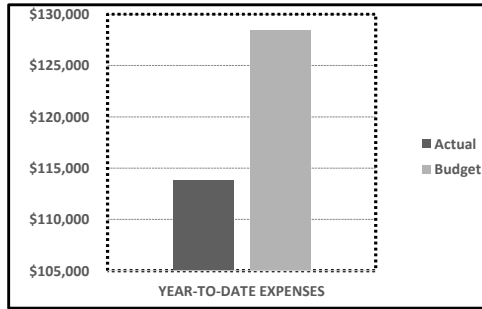
# Millridge HOA

Operating Analysis  
Period Ending: June 30, 2020



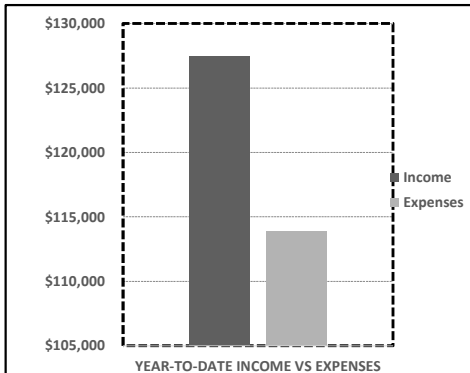
**MONTHLY EXPENSES**

Actual: \$ 20,744.05  
 Budgeted: 21,410.00  
 Variance: \$ (665.95)  
 % Above/(Below): 3% ↓



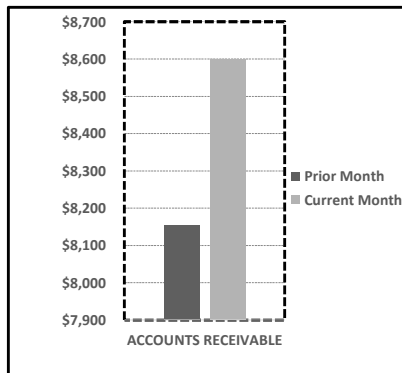
**YEAR-TO-DATE EXPENSES**

Actual: \$ 113,855.59  
 Budgeted: 128,460.00  
 Variance: \$ (14,604.41)  
 % Above/(Below): 11% ↓



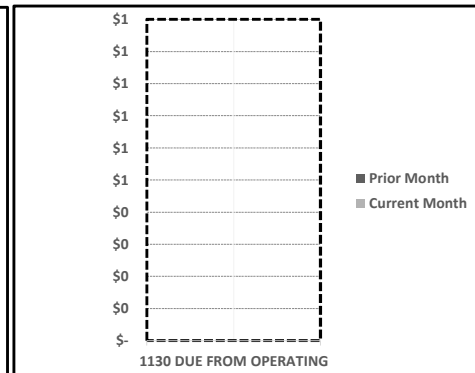
**YEAR-TO-DATE INCOME VS EXPENSES**

Income: \$ 127,490.17  
 Expenses: \$ 113,855.59  
 Income (Expense): \$ 13,634.58  
 Change 11% ↑



**ACCOUNTS RECEIVABLE**

Prior Month: \$ 8,153.10  
 Current Month \$ 8,600.45  
 Increase (Dec): \$ 447.35  
 Change 5% ↑



**1130 DUE FROM OPERATING**

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



# Millridge HOA

Operating Analysis  
Period Ending: June 30, 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 an 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.

**Millridge HOA**

**Balance Sheet For The Period Ended June 30, 2020**

**ASSETS**

**Current Assets**

1000	Cash In Bank - Checking	\$	9,080.00
1140	Accounts Receivable		8,600.45
1142	Doubtful Accounts Receivable		(1,572.76)
1265	Prepaid Insurance		3,174.29

**TOTAL CURRENT ASSETS** \$ 19,281.98

**DESIGNATED CAPITAL AND UNDESIGNATED OPERATING FUNDS**

1790	Operating Contingency	\$	62,736.49
1908	Replacement Reserve		206,619.35
1910	Serial Assessment		7,085.50

**TOTAL FUNDS** \$ 276,441.34

**FIXED (LONG TERM) ASSETS**

**TOTAL FIXED (LONG TERM) ASSETS** \$ .00

**TOTAL ASSETS** \$ **295,723.32**

**Millridge HOA**

**Balance Sheet For The Period Ended June 30, 2020**

**LIABILITIES & EQUITY**

**CURRENT LIABILITIES**

2100	Accounts Payable	\$	1,217.64
2101	Accrued Accounts Payable		17,783.06
2140	Prepaid A/R		13,132.57

**TOTAL CURRENT LIABILITIES** \$ 32,133.27

**LONG TERM LIABILITIES**

2799	Contract Liabilities (Rsv)	\$	174,904.85
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**TOTAL LONG TERM LIABILITIES** \$ 174,904.85

**TOTAL LIABILITIES** \$ 207,038.12

**MEMBERS' EQUITY**

3100	Designated Replacement Fund	\$	<u>38,800.00</u>	
	<b>TOTAL RESERVES (DESIGNATED)</b>			\$ 38,800.00

3145	Undesignated Operating Fund	\$	36,250.62	
	Current Year Addition		<u>13,634.58</u>	
	<b>TOTAL OPERATING (UNDESIGNATED)</b>			\$ <u>49,885.20</u>

**TOTAL MEMBERS' EQUITY** \$ 88,685.20

**TOTAL LIABILITIES AND EQUITY** \$ 295,723.32

**Millridge HOA**

**For the month ended June 30, 2020**

<b>Current Actual \$</b>	<b>Current Budget</b>	<b>Current Var \$</b>	<b>Acct #</b>	<b>Account Title</b>	<b>YTD Actual \$</b>	<b>YTD Budget \$</b>	<b>YTD Var \$</b>	<b>YTD VAR %</b>	<b>Annual Budget \$</b>
<b>Millridge HOA - Op</b>									
<b>Revenue</b>									
\$ 21286.71	\$ 21286.55	\$ .16	5000	Homeowners' Fees	\$ 127720.26	\$ 127719.30	\$ .96	.0 %	\$ 255438.60
.00	25.01	25.01-	5230	Clubhouse	100.00	150.06	50.06-	33.4-	300.06
.69	25.72	25.03-	5830	Interest	17.95	154.32	136.37-	88.4-	308.58
62.00-	72.70	134.70-	5845	Late Charges	510.44	436.20	74.24	17.0	872.34
.00	.00	.00	5890	Miscellaneous	.72-	.00	.72-	.0	.00
142.96-	.00	142.96-	5900	Contra Revenue	857.76-	.00	857.76-	.0	.00
<hr/>					<hr/>				
\$ 21082.44	\$ 21409.98	\$ 327.54-			\$ 127490.17	\$ 128459.88	\$ 969.71-	.8- %	\$ 256919.58
<b>Expenses</b>									
<b>Utilities</b>									
\$ 185.58	\$ 475.07	\$ 289.49-	6060	Electric	\$ 1577.71	\$ 2850.42	\$ 1272.71-	44.6- %	\$ 5700.80
1493.12	1544.40	51.28-	6090	Garbage	8958.72	9266.40	307.68-	3.3-	18532.80
45.19-	156.17	201.36-	6105	Gas	33.26	937.02	903.76-	96.5-	1874.06
4660.98	4660.98	.00	6150	Sewer	27295.87	27965.88	670.01-	2.4-	55931.78
3505.90	3505.90	.00	6195	Water	12084.33	21035.40	8951.07-	42.6-	42070.76
.00	75.13	75.13-	6225	Plumbing Maintenance	.00	450.78	450.78-	100.0-	901.51
<b>Facility</b>									
.00	372.14	372.14-	6540	Gutter/Downspout	4440.00	2232.84	2207.16	98.8	4465.66
.00	62.67	62.67-	6585	General Maint Supplies	150.50	376.02	225.52-	60.0-	752.01
.00	63.50	63.50-	6675	Pest Control	.00	381.00	381.00-	100.0-	761.98
29.68	168.98	139.30-	6690	Property Maintenance	3040.68	1013.88	2026.80	199.9	2027.71
125.00	150.00	25.00-	6735	Roof Repair	400.00	900.00	500.00-	55.6-	1800.00
<b>General &amp; Administrative</b>									
91.10	190.33	99.23-	7105	Office/Admin Exp - CMI	780.94	1141.98	361.04-	31.6-	2283.90
.00	50.00	50.00-	7120	Consultants	.00	300.00	300.00-	100.0-	600.00
2348.28	2342.33	5.95	7225	Insurance	14089.68	14053.98	35.70	.3	28107.97
112.50	357.12	244.62-	7255	Legal	1219.50	2142.72	923.22-	43.1-	4285.44
175.00	97.28	77.72	7285	Management	728.13	583.68	144.45	24.7	1167.36
2104.22	2104.22	.00	7300	Management Fee	12625.32	12625.32	.00	.0	25250.64
.00	14.43	14.43-	7330	Office/Admin Exp - HOA	.00	86.58	86.58-	100.0-	173.10
50.29	50.00	.29	7375	Website Expense	301.74	300.00	1.74	.6	600.00
2053.59	213.19	1840.40	7465	Tax, License, Fees & Audit	3043.09	1279.14	1763.95	137.9	2558.27
.00	142.96	142.96-	7480	Uncollectible Fees	1573.03-	857.76	2430.79-	283.4-	1715.52
<b>Landscaping</b>									
.00	271.04	271.04-	7630	Sprinkler System Repair	891.00	1626.24	735.24-	45.2-	3252.53
3320.00	3223.42	96.58	7675	Landscape Maintenance	19920.00	19340.52	579.48	3.0	38680.99
100.00-	253.59	353.59-	7690	Landscape Miscellaneous	470.00	1521.54	1051.54-	69.1-	3043.02
100.00	65.00	35.00	7780	Tree	100.00	390.00	290.00-	74.4-	780.00
<b>Staffing</b>									
<b>Recreation</b>									
.00	31.25	31.25-	8455	Clubhouse Expense	.00	187.50	187.50-	100.0-	375.00
534.00	768.90	234.90-	8530	Swimming Pool Maintenance	3278.15	4613.40	1335.25-	28.9-	9226.74
<hr/>					<hr/>				
\$ 20744.05	\$ 21410.00	\$ 665.95-			\$ 113855.59	\$ 128460.00	\$ 14604.41-	11.4- %	\$ 256919.55
<b>Current Period Net Activity:</b>					<b>YTD Net Activity:</b>				
\$ 338.39	\$ .02-	\$ 338.41			\$ 13634.58	\$ .12-	\$ 13634.70	10.6	\$ .03



**Millridge HOA**

For the month ended June 30, 2020

Current Actual \$	Current Budget	Current Var \$	Acct #	Account Title	YTD Actual \$	YTD Budget \$	YTD Var \$	YTD VAR %	Annual Budget \$
<b>Millridge HOA-SA Roof</b>									
<b>Revenue</b>									
\$ 2900.00	\$ .00	\$ 2900.00	5015	Assessment	\$ 19000.00	\$ .00	\$ 19000.00	.0 %	\$ .00
2900.00-	.00	2900.00-	5950	Contract Revenue Transfers	19000.00-	.00	19000.00-	.0	.00
<b>Expenses</b>									
Utilities									
Facility									
General & Administrative									
Landscaping									
Staffing									
Recreation									
<u>Current Period Net Activity:</u>					<u>YTD Net Activity:</u>				
\$ .00	\$ .00	\$ .00			\$ .00	\$ .00	\$ .00	.0	\$ .00

**Millridge HOA**

**For the month ended June 30, 2020**

<b>Current Actual \$</b>	<b>Current Budget</b>	<b>Current Var \$</b>	<b>Acct #</b>	<b>Account Title</b>	<b>YTD Actual \$</b>	<b>YTD Budget \$</b>	<b>YTD Var \$</b>	<b>YTD VAR %</b>	<b>Annual Budget \$</b>
<b>Millridge HOA - Reserves</b>									
<b>Revenue</b>									
\$ 5324.90	\$ 5324.90	\$ .00	5000	Homeowners' Fees	\$ 31949.40	\$ 31949.40	\$ .00	.0 %	\$ 63898.76
1.61	.00	1.61	5830	Interest	76.81	.00	76.81	.0	.00
30398.01	.00	30398.01	5950	Contract Revenue Transfers	3698.31	.00	3698.31	.0	.00
<hr/>					<hr/>				
\$ 35724.52	\$ 5324.90	\$ 30399.62			\$ 35724.52	\$ 31949.40	\$ 3775.12	11.8 %	\$ 63898.76
<b>Expenses</b>									
Utilities									
Facility									
\$ .00	\$ .00	\$ .00	6440	Plumbing	\$ .00	\$ .00	\$ .00	.0 %	\$ 19348.00
.00	.00	.00	6615	Light Fixtures	.00	2943.00	2943.00-	100.0-	2943.00
.00	.00	.00	6620	Masonry	.00	9867.00	9867.00-	100.0-	9867.00
.00	.00	.00	6630	Painting	.00	.00	.00	.0	48175.00
.00	.00	.00	6660	Paving & Curbs	.00	.00	.00	.0	103525.00
.00	.00	.00	6735	Roof Repair	34897.52	.00	34897.52	.0	.00
.00	.00	.00	6810	Siding	.00	.00	.00	.0	9616.00
General & Administrative									
.00	.00	.00	7120	Consultants	625.00	.00	625.00	.0	.00
Landscaping									
202.00	.00	202.00	7630	Irrigation	202.00	.00	202.00	.0	.00
Staffing									
Recreation									
<hr/>					<hr/>				
\$ 202.00	\$ .00	\$ 202.00			\$ 35724.52	\$ 12810.00	\$ 22914.52	178.9 %	\$ 193474.00
<hr/>					<hr/>				
<b>Current Period Net Activity:</b>					<b>YTD Net Activity:</b>				
\$ 35522.52	\$ 5324.90	\$ 30197.62			\$ .00	\$ 19139.40	\$ 19139.40-	167.1-	\$ 129575.24-