

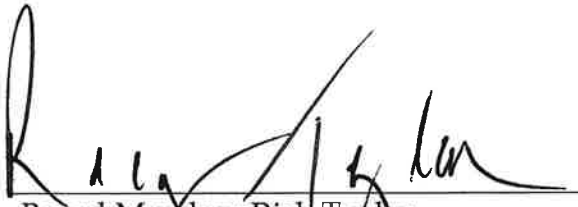
2020 Budget Acknowledgement Form

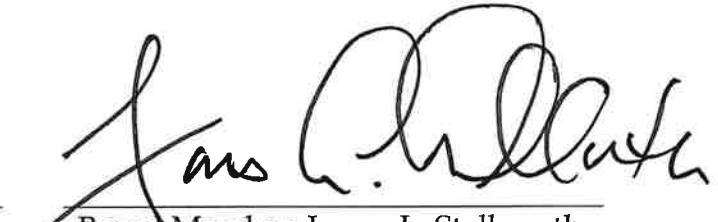
Managers, for Associa internal audit procedures, please make a copy of this form and have signed for every community following the approval of the budget. This signed form MUST be placed in the front of the budget desk file folder. Thank you!


Community: Cedar Run

Date: October 26, 2019

I certify that the 2020 Budget was approved on this date by a majority vote of the Board of Directors.


Board Member: Rick Taylor
Board Position: President
Date Signed: October 26, 2019


Board Member: James L. Stallworth
Board Position: Vice President
Date Signed: October 26, 2019


Board Member: Tiffany Burton
Board Position: Treasurer
Date Signed: October 26, 2019

To be completed by the Manager:

Approved Annual Assessment Amount (4000): \$315.00

Please file with the final copy of the budget in the budget file!

Confidential Page 49

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Interactive Reserve Analysis
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ASSESSMENT ALLOCATION CEDAR RUN HOA

TOTAL BUDGET

Year	Reserve Assessment	Operating Budget Assessment*	Total Assessment	Reserves as a Percentage of Total Assessment	Annual Increase In Total Assessment	Special Assessments
2019	\$9,118.00	\$29,007.00	\$38,125.00	23.92%		\$0.00
2020	\$9,464.48	\$29,877.21	\$39,341.69	24.06%	3.19%	\$0.00
2021	\$9,824.13	\$30,773.53	\$40,597.66	24.20%	3.19%	\$0.00
2022	\$10,197.45	\$31,696.73	\$41,894.18	24.34%	3.19%	\$0.00
2023	\$10,584.95	\$32,647.63	\$43,232.59	24.48%	3.19%	\$0.00

* Operating budget is increased annually at 3%.

ALLOCATION CALCULATIONS

Total Number of Units	<u>125</u>
Unit Type	Homes
Percentage Allocation To Unit Type	100.00%
Number of Units of This Type	125

Annual Contribution Per Unit Type

Year	Reserve Assessment	Operating Budget Assessment	Total Assessment	Special Assessments
2019	\$72.94	\$232.06	\$305.00	\$0.00
2020	\$75.72	\$239.02	\$314.73	\$0.00
2021	\$78.59	\$246.19	\$324.78	\$0.00
2022	\$81.58	\$253.57	\$335.15	\$0.00
2023	\$84.68	\$261.18	\$345.86	\$0.00

Monthly Contribution Per Unit Type

Year	Reserve Assessment	Operating Budget Assessment	Total Assessment	Special Assessments
2019	\$6.08	\$19.34	\$25.42	\$0.00
2020	\$6.31	\$19.92	\$26.23	\$0.00
2021	\$6.55	\$20.52	\$27.07	\$0.00
2022	\$6.80	\$21.13	\$27.93	\$0.00
2023	\$7.06	\$21.77	\$28.82	\$0.00

Budget Summary Report Cedar Run 2020 Budget - Draft

	<u>2020 Budget</u>
Assessment Income	
4000 - Residential Assessments	39,375.00
4120 - Working Capital	225.00
Total Assessment Income	39,600.00
Collections Income	
4700 - Notice fees	550.00
4710 - Late Fees	900.00
Total Collections Income	1,450.00
Total Operating Income	41,050.00
Administrative	
5000 - General Administrative	100.00
5020 - Board Support	500.00
5025 - Collection Charges	570.00
5027 - Welcome Committee	100.00
5107 - Neighborhood Watch	250.00
5115 - Web Site Maintenance	500.00
5195 - Other Administrative Services	100.00
5200 - Social Events	100.00
5210 - Printing & Copying	1,000.00
5215 - Postage	692.00
Total Administrative	3,912.00
Insurance	
5400 - Insurance Premiums	2,350.00
Total Insurance	2,350.00
Utilities	
6025 - Water Service	125.00
Total Utilities	125.00
Landscaping	
6100 - Grounds & Landscaping - Contract	11,760.00
6199 - Landscape Other	1,850.00
Total Landscaping	13,610.00
Operations	
6300 - Corporate fees	35.00
Total Operations	35.00
Professional Services	
7000 - Audit & Tax Services	400.00
7015 - Financial Services	3,694.00
7020 - Legal & Collection Services	130.00
7040 - Management Fees	4,330.00
Total Professional Services	8,554.00
Reserve Expenses	
9834 - Contingency Reserves	5,320.00
9852 - Fence Reserves	3,855.00

Budget Summary Report
Cedar Run
2020 Budget - Draft

	<u>2020 Budget</u>
Reserve Expenses	
9946 - Sign Reserves	3,289.00
Total Reserve Expenses	<u>12,464.00</u>
Total Operating Expense	<u>41,050.00</u>
Total Association Net Income / (Loss)	<u><u>0.00</u></u>

CEDAR RUN - APPROVED BUDGET SUMMARY 2020 BUDGET

<u>Account Numbers & Name</u>	<u>Description:</u>	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>2019 Projected</u>	<u>2020 Budget</u>	<u>Budget % Change</u>	<u>Monthly Avg Budget</u>
4000 Residential Assessments	Assessment Dues Paid by Homeowners	31,875.00	38,125.00	38,125.00	39,375.00	3.28%	3,281.25
4120 Working Capital	Income Fees for Homes Sold within the Fiscal Year	150.00	225.00	225.00	225.00	0.00%	18.75
	Total Assessment Income	32,025.00	38,350.00	38,350.00	39,600.00	3.26%	3,300.00
4700 Notice Fees	Notices Sent for Late Assessments	620.00	620.00	580.00	550.00	-	45.83
4710 Late Fees	Late Fees on Assessments	930.00	930.00	900.00	900.00	-3.23%	75.00
	Total Collections Income	1,550.00	1,550.00	1,480.00	1,450.00	-3.23%	120.83
4810 Compliance Fines	Fines Collected for ARC Violations	-	-	-	-	-	-
	Total Other Income	-	-	-	-	0.00%	-
	TOTAL OPERATING INCOME	33,575.00	39,900.00	39,830.00	41,050.00	0.03%	3,420.83
5000 General Administrative	Committee / General Admin Expenses	318.31	708.00	-	100.00	-85.88%	8.33
5020 Board Support	Reimbursement for BOD Meeting Refreshments	91.26	200.00	200.00	500.00	150.00%	41.67
5025 Collection Charges	Collection Charges, Notice and Referral Fees	735.00	635.00	400.00	570.00	-10.24%	47.50
5027 Welcome Committee	Welcome, Bereavement, and Birth Baskets	51.14	75.00	78.00	100.00	33.33%	8.33
5107 Neighborhood Watch	Neighborhood Watch and Events, i.e. National Night Out	-	75.00	-	250.00	0.00%	20.83
5115 Web Site Maintenance	Community Website, Smartwebs Online System for ARC	521.00	726.00	715.00	500.00	-31.13%	41.67
5195 Other Administrative Services	Allowable Misc. Charges by Management Co. per Contract	25.00	100.00	75.00	100.00	0.00%	8.33
5200 Social Events	Community Social Events, i.e. Christmas Party, Yard of Month	210.25	1,744.00	-	100.00	-94.27%	8.33
5210 Printing & Copying	Meeting Materials, Budget & Annual Inspection Notifications	794.25	835.00	850.00	1,000.00	19.76%	83.33
5215 Postage	Mailings for Materials and Notifications	619.17	525.00	525.00	692.00	31.81%	57.67
	Total Administrative Expenses	3,365.38	5,623.00	2,843.00	3,912.00	-30.43%	326.00
5400 Insurance Premiums	Community Insurance Coverage	1,984.00	2,185.00	2,132.00	2,350.00	7.55%	195.83
	Total Insurance Expenses	1,984.00	2,185.00	2,132.00	2,350.00	7.55%	195.83
6025 Utilities	Water Service for Irrigation on Common Areas	88.86	98.00	100.00	125.00	27.55%	10.42
	Total Utilities Expenses	88.86	98.00	100.00	125.00	27.55%	10.42
6100 Grounds & Landscaping - Contract	Contracted Landscaping Services	9,840.00	11,760.00	11,760.00	11,760.00	0.00%	980.00
6199 Landscape Other	Other Landscaping Services Beyond Contract	2,850.00	3,000.00	475.00	1,850.00	-38.33%	154.17
	Total Landscaping Expenses	12,690.00	14,760.00	12,235.00	13,610.00	-7.79%	1,134.17
6300 Corporate Fees	SCC Annual Fee, DPOR Annual Renewal	51.09	52.00	51.00	35.00	-32.69%	2.92
	Total Operations (Corporate Fees) Expenses	51.09	52.00	51.00	35.00	-32.69%	2.92

CEDAR RUN - APPROVED BUDGET SUMMARY 2020 BUDGET

<u>Account Numbers & Name</u>	<u>Description:</u>	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>2019 Projected</u>	<u>2020 Budget</u>	<u>Budget % Change</u>	<u>Monthly Avg Budget</u>
7000 Audit & Taxes	Community Tax Return Preparation & Filing	366.00	377.00	384.00	400.00	6.10%	33.33
7015 Financial Services	Financial Services Provided by Management Company	3,488.04	3,597.00	3,597.00	3,694.00	2.70%	307.83
7020 Legal & Collection Services	Legal and Collection Agency Services, Registered Agent Fees	(415.00)	120.00	120.00	130.00	8.33%	10.83
7040 Management Fees	Contracted Community Management Services	<u>2,929.65</u>	<u>3,920.00</u>	<u>4,200.00</u>	<u>4,330.00</u>	<u>10.46%</u>	<u>360.83</u>
	Total Professional Services Expenses	6,368.69	8,014.00	8,301.00	8,554.00	6.74%	712.83
9834 Contingency Reserves	Reserves To Cover Financial Deficits (i.e. Retained Earnings)	4,080.00	4,162.00	4,162.00	5,320.00	27.82%	443.33
9852 Fence Reserves	Reserves for Fence Repairs & Maintenance	2,670.00	2,751.00	2,751.00	3,855.00	40.13%	321.25
9946 Sign Reserves	Reserves for Repairs & Maintenance of Marquees	<u>2,100.00</u>	<u>2,205.00</u>	<u>2,205.00</u>	<u>3,289.00</u>	<u>49.16%</u>	<u>274.08</u>
	Total Reserve Expenses	8,850.00	9,118.00	9,118.00	12,464.00	36.70%	1,038.67
	TOTAL OPERATING EXPENSES	<u>33,398.02</u>	<u>39,850.00</u>	<u>34,780.00</u>	<u>41,050.00</u>	<u>3.01%</u>	<u>3,420.83</u>

INCOME STATEMENT SUMMARY

TOTAL OPERATING INCOME	33,575.00	39,900.00	39,830.00	41,050.00	2.88%	3,420.83
TOTAL OPERATING EXPENSES	<u>33,398.02</u>	<u>39,850.00</u>	<u>34,780.00</u>	<u>41,050.00</u>	<u>3.01%</u>	<u>3,420.83</u>
TOTAL ASSOCIATION NET INCOME / (LOSS)	<u>176.98</u>	<u>50.00</u>	<u>5,050.00</u>	<u>-</u>	<u>-0.13%</u>	<u>-</u>

NOTES

4000 Residential Assessments	Assessments per Reserve Analysis Study
5000 General Administrative	Miscellaneous Expenses
5020 Board Support	Annual Meeting Cookout and Refreshments for other BOD/HOA Meetings
5027 Welcome Committee	Requested budget of \$100; Budget reviewed and accepted \$100 based on prior year actual costs
5107 Neighborhood Watch	Requested budget of \$350; Budget reviewed and REVISED to \$250 - \$100 Misc Expenses & \$150 for National Night Out
5200 Social Events	Requested budget of \$0; Budget reviewed and REVISED to \$100 for fundraising event
6199 Landscaping Other	Requested budget of \$2,000; Budget reviewed and REVISED to \$1,850 based on proposed costs

**CEDAR RUN - APPROVED SPREAD ALLOCATION
2020 BUDGET**

Account Numbers & Name	Description:	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Assessment Income														
4000 Residential Assessments	Assessment Dues Paid by Homeowners	39,375	0	0	0	0	0	0	0	0	0	0	0	39,375
4120 Working Capital	Income Fees for Homes Sold within the Fiscal Year	0	0	56.25	0	0	56.25	0	0	56.25	0	0	56.25	225
	Total Assessment Income	39,375	0	56.25	0	0	56.25	0	0	56.25	0	0	56.25	39,600
Collections Income														
4700 Notice Fees	Notices Sent for Late Assessments	0	550	0	0	0	0	0	0	0	0	0	0	550
4710 Late Fees	Late Fees on Assessments	0	900	0	0	0	0	0	0	0	0	0	0	900
	Total Collections Income	0	1,450	0	0	0	0	0	0	0	0	0	0	1,450
Other Income														
4810 Compliance Fines	Fines Collected for ARC Violations	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total Other Income	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL INCOME	39,375	1,450	56.25	0	0	56.25	0	0	56.25	0	0	56.25	41,050
Administrative														
5000 General Administrative	Committee Admin Expenses	0	0	25	0	0	25	0	0	25	0	0	25	100
5020 Board Support	Reimbursement for BOD Meeting Refreshments	0	50	0	350	0	0	0	50	0	50	0	0	500
5025 Collection Charges	Collection Charges, Notice and Referral Fees	0	500	0	50	0	0	20	0	0	0	0	0	570
5027 Welcome Committee	Welcome, Bereavement, and Birth Baskets	0	0	25	0	0	25	0	0	25	0	0	25	100
5107 Neighborhood Watch	Neighborhood Watch and Events, i.e. National Night Out	0	0	25	0	0	25	0	150	25	0	0	25	250
5115 Web Site Maintenance	Community Website, Smartwebs Online System for ARC	0	0	77	144	0	77	0	0	77	0	48	77	500
5195 Other Administrative Services	Allowable Misc. Charges by Management Co. per Contract	0	0	25	0	0	25	0	0	25	0	0	25	100
5200 Social Events	Community Social Events, i.e. Christmas Party, Yard of Month	0	0	25	0	0	25	0	0	25	0	0	25	100
5210 Printing & Copying	Meeting Materials, Budget & Annual Inspection Notifications	0	0	50	0	0	450	0	0	50	0	450	0	1,000
5215 Postage	Mailings for Materials and Notifications	0	0	57	0	0	289	0	0	58	0	288	0	692
	Total Administrative	0	550	309	544	0	941	20	200	310	50	786	202	3,912
Insurance														
5400 Insurance Premiums	Community Insurance Coverage	0	900	0	0	0	0	1,450	0	0	0	0	0	2,350
	Total Insurance	0	900	0	0	0	0	1,450	0	0	0	0	0	2,350
Utilities														
6025 Utilities	Water Service for Irrigation on Common Areas	0	0	31.25	0	0	31.25	0	0	31.25	0	0	31.25	125
	Total Utilities	0	0	31.25	0	0	31.25	0	0	31.25	0	0	31.25	125
Landscaping														
6100 Grounds & Landscaping - Contract	Contracted Landscaping Services	980	980	980	980	980	980	980	980	980	980	980	980	11,760
6199 Landscape Other	Other Landscaping Services Beyond Contract	0	0	0	0	0	925	0	0	925	0	0	0	1,850
	Total Landscaping	980	980	980	980	980	1,905	980	980	1,905	980	980	980	13,610
Operations														
6300 Corporate Fees	SCC Annual Fee, DPOR Annual Renewal	0	0	35	0	0	0	0	0	0	0	0	0	35
	Total Operations	0	0	35	0	0	0	0	0	0	0	0	0	35
Professional Services														
7000 Audit & Taxes	Community Tax Return Preparation & Filing	0	0	0	0	0	0	0	400	0	0	0	0	400
7015 Financial Services	Financial Services Provided by Management Company	307.83	307.83	307.84	307.83	307.83	307.84	307.83	307.83	307.84	307.83	307.83	307.84	3,694.00
7020 Legal & Collection Services	Legal and Collection Agency Services, Registered Agent Fees	0	0	130	0	0	0	0	0	0	0	0	0	130
7040 Management Fees	Contracted Community Management Services	360.83	360.83	360.84	360.83	360.83	360.84	360.83	360.83	360.84	360.83	360.83	360.84	4,330.00
	Total Professional Services	668.66	668.66	798.68	668.66	668.66	668.68	668.66	1,068.66	668.68	668.66	668.66	668.68	8,554
Reserve Expenses														
9834 Contingency Reserves	Reserves To Cover Financial Deficits (i.e. Retained Earnings)	0	0	1,330.00	0	0	1,330.00	0	0	1,330.00	0	0	1,330.00	5,320
9852 Fence Reserves	Reserves for Fence Repairs & Maintenance	0	0	963.75	0	0	963.75	0	0	963.75	0	0	963.75	3,855
9946 Sign Reserves	Reserves for Repairs & Maintenance of Marquees	0	0	822.25	0	0	822.25	0	0	822.25	0	0	822.25	3,289
	Total Reserve Expenses	0	0	3,116	0	0	3,116	0	0	3,116	0	0	3,116	12,464
	TOTAL EXPENSES	1,648.66	3,098.66	5,269.93	2,192.66	1,648.66	6,661.93	3,118.66	2,248.66	6,030.93	1,698.66	2,434.66	4,997.93	41,050.00
	NET INCOME / (LOSS)	37,726.34	(1,648.66)	(5,213.68)	(2,192.66)	(1,648.66)	(6,605.68)	(3,118.66)	(2,248.66)	(5,974.68)	(1,698.66)	(2,434.66)	(4,941.68)	0.00