

**The Mountain Park Ranch
Homeowners' Association**

**2017 Operating Budget
Draft B (July 15, 2016)**

**Approved
August 23, 2016**

The Mountain Park Ranch Homeowners Association

BUDGET SUMMARY by Fund

APPROVED 8/23/16

	<u>2017 Budget</u>
<u>OPERATING FUND:</u>	
Revenues	
Assessments (7008 units)	2,099,475
Service Charges, Transfer Fees & Other Fees	150,500
Investment Income	3,500
Other	6,500
Total Revenues	<u>2,259,975</u>
Expenses	
Operating	1,544,860
Administrative	750,800
Allocation to Reserve Fund	211,800
Special Operating Projects	16,000
Total Expenses	<u>2,523,460</u>
Excess (Deficit) of Operating Revenue over Expense	-263,485
Operating Funds - Prior Years	263,485
Excess (Deficit) of Operating Fund	<u><u>0</u></u>
<u>CAPITAL FUND:</u>	
Additions	
Fixed Asset Purchases	
Gain (Loss) on Dispositions of Fixed Assets	
Deductions	
Depreciation Expense	-70,550
Excess (Deficit) of Capital Fund	<u><u>-70,550</u></u>
<u>RESERVE FUND:</u>	
Revenues	
Investment Income	18,500
Allocation from Operating Fund (per Reserve Study)	211,800
Total Revenues	<u>230,300</u>
Expenditures	
Reserve Fund Projects (per Reserve Study)	293,633
Investment Expense	200
Excess (Deficit) of Reserve Fund	<u><u>-63,533</u></u>

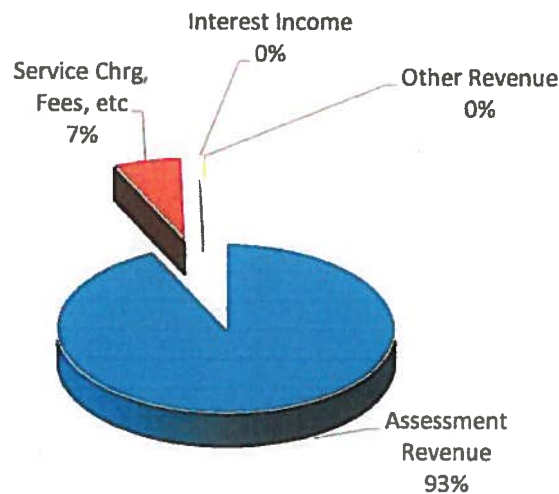
The Mountain Park Ranch Homeowners Association

REVENUES

APPROVED 8/23/16

	2017 Budget
Assessment Revenue	
5001 Homeowner Assessment Income 5805 homeowners @ \$300 = \$1,741,500	1,741,500
5004 Commercial Assessment Income 43 properties (1190units) @ \$300 = \$357,000	357,000
5006 Developer Assessment Income 13 unimproved lots @ \$75 = \$975	975
Subtotal Assessment Revenue	2,099,475
Fees & Cost Reimbursement	
5007 Late Fee Income	16,000
5008 Administration Fee Income	6,000
5009 Fine Income	3,500
5035 Collection Fee Reimbursement	35,000
5050 Escrow Fee Income	90,000
Subtotal Fees & Cost Reimbursement	150,500
Investment Income	
5060 Operating Interest Income	3,500
Other Revenue	
5020 Miscellaneous Income	0
5040 Recreation Area Key Income	6,500
5090 Insurance Reimbursement	0
Subtotal Other Revenue	6,500
Total Revenue	2,259,975

2017 Budgeted Revenue



The Mountain Park Ranch Homeowners Association

Operating Expenses

APPROVED 8/23/16

	<u>2017 Budget</u>
Administrative	
8005 Administration Payroll	365,000
8006 Administration Payroll Overhead	120,000
8010 Advertising	1,300
8011 Contract Labor	1,000
8020 Accounting/Audit	12,000
8023 Assessment Collection Costs	33,000
8026 Bad Debt Expense	4,000
8027 Bank Service Charge	300
8028 Office Cleaning Expense	3,500
8030 Community Events	5,000
8031 Computer & I/T Service	8,000
8037 Education & Training	6,000
8040 Local Travel (Employee Reimbursement)	8,000
8041 Vehicle Fuel/Maint	2,000
8043 Insurance	47,000
8047 Legal Fees-CC&R Enforcement	5,000
8050 Legal fees -General	6,200
8053 Meeting Expense	4,500
8055 Office Equipment Rental	8,300
8057 Office Supplies & General Exp.	7,000
8060 Payroll Service	4,500
8063 Property Taxes	200
8070 Postage	25,000
8074 Printing	26,000
8080 Office Rent	35,000
8081 Office Electric	4,000
8087 Storage Rent	2,000
8094 Office Telephone	5,000
8201 Provision for Income Taxes	2,000
Total Administrative Expenses	<u>\$750,800</u>

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Operating Expenses

APPROVED 8/23/16

	<u>2017 Budget</u>
Common Areas	
7005 Landscape Maint Contract	486,060
7010 Retention Area Maintenance	4,000
7015 Pest Control	9,000
7020 Tree & Palm Maintenance	113,000
7030 Trash Removal/Dump Fees	34,000
7035 Irrigation & Sprinkler Repairs	36,000
7045 Fertilizer & Chemicals	38,000
7050 Plant & Tree Replacement	20,000
7060 Seed & Mulch	16,000
7070 Non-Contract Landscape Repair	10,000
7077 View Fence - Repair & Maint	4,000
7078 Stucco Walls - Repair & Maint	4,000
7090 Electric, Common Areas	55,000
7095 Common Area Water	295,000
Subtotal Common Area	<u>1,124,060</u>
Recreation Centers	
7105 Pool Monitor Payroll	45,000
7106 Pool Monitor Payroll Overhead	5,000
7107 Uniforms & Training	2,000
7110 Lighting Maintenance & Repair	6,500
7115 Pool Parts and Repair	10,000
7120 Building Maintenance & Repair	9,000
7125 Pool & Spa Chemicals	28,000
7130 Pool & Spa Heat	45,000
7131 Security	20,000
7136 Gate Video Security	10,000
7140 Tennis & Basketball	4,000
7150 Pay Phones	3,000
7160 Pool & Spa Permits	2,500
7170 Playgrounds & Volleyball	1,500
7181 E-Keys	4,000
Subtotal Recreation Centers	<u>195,500</u>
Lakes	
7205 Lake Maintenance Contract	7,800
7210 Lake Equipment Parts and Repair	5,000
7220 Lake Supplies	6,500
Subtotal Lakes	<u>19,300</u>

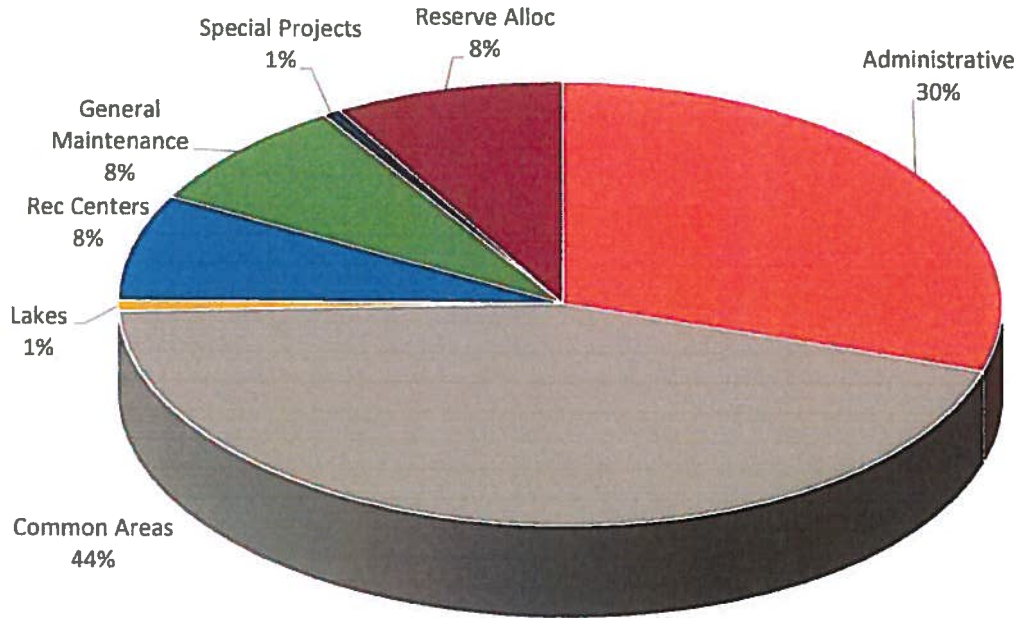
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Operating Expenses

APPROVED 8/23/16

	2017 Budget
General Maintenance	
7405 Maintenance Payroll	114,000
7406 Maintenance Payroll Overhead	55,000
7415 Maintenance & Repairs	10,000
7420 Supplies & Expense	20,000
7440 Vehicle Fuel/Maintenance	5,000
7460 Telephones	2,000
Subtotal General Maintenance	206,000
6000 Allocation to Reserve Fund (per Reserve Study)	211,800
8300 Special Operating Projects	16,000
Total Operating Expenses	2,523,460

2017 Budgeted Expenditures



Mountain Park Ranch Homeowners Association

RESERVE FUND EXPENDITURES ANTICIPATED FOR 2017

Estimates Based on 2014 Reserve Study Provided by Reserve Advisors, Inc.

Line #	Component	Estimated Expense
Property Site Elements		
4.140	Concrete Sidewalks and Curbs (Partial)	10,272
4.201	Granite Replenishment (Annual)	17,463
4.512	Lakes, Bulkheads, Inspections & Repairs	21,213
4.560	Rec Light Poles & Fixtures	50,643
4.640	Perimeter Walls - repair/paint metal fencing (Phased)	123,207
4.830	Tennis & Basketball Courts, Color Coat (Phased)	11,610
4.840	Tennis Court Fences (Phased)	19,163
4.850	Tennis Court Light Poles & Fixtures (Phased)	33,899
Pool Elements		
6.5	Furniture	6,163
Total Estimated Expenditures		<u><u>293,633</u></u>

The Mountain Park Ranch Homeowners Association

RESERVE FUND ALLOCATION REQUIREMENTS

Estimates Based on 2014 Reserve Study Provided by Reserve Advisors, Inc.

Reserve Fund Balance, December 31, 2015 (per audit)	2,411,085
2016:	
Add:	
Actual Investment Income through 8/31/16	7,404
Forecast Investment Income 9/1/16 - 12/31/16	5,000
Annual Allocation from Operating	<u>209,900</u>
	222,304
Less:	
Actual Expenditures through 08/31/16	(232,929)
Anticipated Expenditures 09/01/16-12/31/16 (Tennis Court Surface & View Fence Painting)	<u>(320,000)</u>
Reserve Fund Balance, projected at 12/31/16 (92% funded)	<u>2,080,460</u>
Reserve Fund Balance at 12/31/16 per Reserve Study (2014)	<u>2,253,975</u>
2017:	
Add:	
Estimated Investment Income (based on prior year)	18,500
Annual Allocation from Operating (per Reserve Study)	<u>211,800</u>
	230,300
Less:	
Anticipated Expenditures (per Reserve Study)	(158,816)
Investment Expense	<u>(200)</u>
	(159,016)
Reserve Fund Balance, projected at 12/31/17 (99% funded)	<u>2,151,744</u>
Reserve Fund Balance at 12/31/17 per Reserve Study (2014)	<u>2,183,207</u>