

Kentlands Citizens Assembly
Fiscal Year 2018 Budget
Operating

	A	J	L	M
1	Description	2017 Budget	2018 Budget	Chg from 17 Budget
2	Assessment Income			
3	4004 -- Colonnade Assessments	47,212	47,250	38
4	4013 -- Single Family/TH General Assessments	1,233,379	1,167,590	(65,789)
5	4014 -- Condominium General Assessments	435,008	411,831	(23,178)
6	4016 -- Multi-Family Rental Assessments	91,611	86,735	(4,876)
7	4019 -- Accessory Dwelling Unit Assessments	11,521	10,908	(612)
8	4070 -- Kentlands Club Local Assessment	418,686	488,836	70,151
9	4105 -- Trash Service Local Assessment	113,944	126,000	12,056
10	Total Assessment Income	2,351,361	2,339,150	(12,211)
11				
12	Other Income			
13	4130 -- Commercial Assessments - Day Care	2,416	2,416	0
14	4120 -- Titleholders Initial Contribution	50,000	40,000	(10,000)
15	4910 -- Interest Earned - Reserve Accounts	21,021	15,561	(5,460)
16	4275 -- Social/Recreation/Activity Fees	198	200	2
17	4270 -- Snack Bar Income	7,200	7,000	(200)
18	4405 -- Facilities Rental Income	14,955	14,955	0
19	4250 -- Facility Passes & Fees	5,000	5,000	0
20	4710 -- Late Fees	6,537	6,537	0
21	4245 -- Town Crier Advertising Income	17,500	17,500	0
22	4265 -- Website Advertising Income	67	0	(67)
23	4805 -- Charges Assessed for Violations	2,000	0	(2,000)
24	4255 -- City Reimb. for Landscape Maintenance	6,500	6,500	0
25	7005 -- Recovered Collection Fees	6,000	6,000	0
26	4325 -- Prior Year Expense	0	0	0
27	4835 -- Miscellaneous Income	375	375	0
28	Total Other Income	139,769	122,044	(17,725)
29				
30	Total Kentlands Citizens Assembly Income	2,491,130	2,461,194	(29,936)
31				
32	Administrative Expenses			
33	5090 -- Office Supplies, Equipment & Expenses	27,000	30,000	3,000

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	6050 -- Telephone service	7,500	12,500	5,000
34				
35	5195 -- Other Administrative Services	500	500	0
36	5070 -- Organizational Expenses	25,481	24,950	(531)
	<i>President</i>	4,463	6,000	1,537
37				
38	<i>Chair</i>	2,250	1,950	(300)
39	<i>Trustees</i>	4,500	3,900	(600)
40	<i>KHT & BoCC</i>	8,250	6,600	(1,650)
	<i>Misc. (plaques / name plates / water, snacks, etc.)</i>	500	1,000	500
41				
42	<i>Benevolent Fund</i>	500	500	0
43	<i>Volunteer Expenses</i>	1,000	500	(500)
44	<i>BFAC & EMC</i>			0
45	<i>CAI Memberships</i>	1,018	1,500	482
46	<i>Software Issues/Maintenance</i>	3,000	3,000	0
	Total Administrative Expenses	60,481	67,950	7,469
47				
48				
49	Professional Services			
	7030 -- Legal Fees - General Counsel	25,000	25,000	0
50				
51	7025 -- Legal Services - Collections	12,000	10,000	(2,000)
	7000 -- Audit & Tax Services	8,400	6,550	(1,850)
52				
	7040 -- Management Fees	92,962	94,816	1,854
53				
54	7015 -- Management Reimbursements (General)	12,500	12,000	(500)
	7020 -- Management Reimbursements - Collections Activity	8,150	8,200	50
55				
	7010 -- Consulting/Engineering	500	20,000	19,500
56				
	7095 -- Town Architect review and consulting services	17,000	8,500	(8,500)
57				

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1	Description	2017 Budget	2018 Budget	Chg from 17 Budget
	5300 -- Site Management Staff Payroll	378,000	364,000	(14,000)
58				
59	Total Professional Services	554,512	549,066	(5,446)
60				
61	Taxes & Insurance			
62	9000 -- Income Taxes	10,000	7,500	(2,500)
63	9025 -- Property Taxes, Stormwater fees	22,325	35,000	12,675
64	5445 -- General Liability Insurance Premiums	23,062	23,984	922
65	Total Taxes & Insurance	55,387	66,484	11,097
66				
67	Transfers to Reserves Funds			
68	9814 -- Titleholders Initial Contribution Fund	35,000	40,000	5,000
69	9806 -- Interest on TIC	11,000	5,500	(5,500)
70	9936 -- Interest Transfer to Recreation Center Reserves	1,200	1,200	0
71	9106 -- Snow Removal Reserve	5,000	15,248	10,248
72	9800 -- General Reserves	600,000	148,000	(452,000)
73	9820 -- Interest Transfer to General Reserves	8,061	8,061	0
74	9808 - Capital Improvement Fund	40,000	55,000	15,000
75	9812 - Interest Transfer to Capital Improvement	760	800	40
76	Total Transfers to Reserves Funds	701,021	273,809	(427,212)
77				
78	Publications and Communications			
79	5115 -- Web Site Maintenance	7,200	7,200	0
80	5225 -- Town Crier Publication and Distribution	37,000	42,000	5,000
81	Total Publications and Communications	44,200	49,200	5,000
82				
83	Maintenance & Services			
84	6000 -- Common Electricity	2,150	2,150	0
85	6100 -- Grounds & Landscaping	305,386	344,858	39,472
	<i>Base Contract</i>	<i>269,100</i>	<i>291,600</i>	<i>22,500</i>
86				

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1	Description	2017 Budget	2018 Budget	Chg from 17 Budget
87	Wood chipping	0	20,000	20,000
88	Landscape Enhancements	15,000	15,000	0
89	Summer Flowers	0	0	0
90	Fall Flowers	0	0	0
91	Resident Concerns/Repairs	2,786	2,758	(28)
92	Watering	15,000	12,000	(3,000)
93	Tree Trimming	3,500	3,500	0
94	Tree replacement	0	0	0
95	Misc.			0
96	Organic Turf Management	0	0	0
97	6442 -- Snow Removal Contract	83,766	89,752	5,986
98	6600 -- General Repairs & Maintenance	45,000	60,000	15,000
99	Kent Oaks Mews Project		30,000	
100	6365 -- Maintenance Labor	0	0	0
101	Total Maintenance & Services	436,302	526,760	90,458
102				
103	Local Expenses (Trash)			
104	6035 -- Single Family & Townhouse Trash Removal	114,000	126,000	12,000
105	Total Local Expenses (Trash)	114,000	126,000	12,000
106				
107	Recreation Center Expenses			
108	9934 -- Recreation Facilities Repl. Reserve	81,000	96,000	15,000
109	5205 -- Social/Recreation Programs	65,000	65,000	0
110	Transfer from TIC for Social/Rec Programs	(15,000)		15,000
111	5602 -- Equity / Contingency Contribution to Recreation Reserves	0	0	0
112	6400 -- Recreation Center Contract Services	159,000	191,272	32,272
113	Elevator Contract	4,434	4,486	52
114	Janitorial Contract & associated Supplies and Services	23,500	26,000	2,500
115	Police Patrol	6,000	6,000	0
116	HVAC Preventative Maintenance	4,980	4,532	(448)
117	HVAC Repairs	2,500	2,500	0
118	Alarm Security Monitoring	2,320	2,320	0
119	Janitorial Summer Clean	0	0	0

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	Annual Fire Alarm / Sprinkler Inspection	0	0	0
120				
	Light Bulb Replacement	0	0	0
121				
	Fitness Preventative Maintenance	2,000	2,600	600
122				
	Pest Control	2,300	2,480	180
123				
	Pool Contract	103,566	109,254	5,688
124				
	Water for Guards	350	250	(100)
125				
	AED Annual & Pads	600	600	0
126				
	Sprinkler Maintenance	5,450	5,250	(200)
127				
	Irrigation Repairs	0	24,000	24,000
128				
	Front Door Maintenance	1,000	1,000	0
129				
	Fitness Machine Repairs	0	0	0
130				
	Paint Touchup	0	0	0
131				
	Striping Touchup	0	0	0
132				
	Manager's Misc.	0	0	0
133				
	6700 -- Pool Furniture	0	0	0
134				
	6715 -- Clubhouse Furniture	0	0	0
135				
	6710 -- Rec Center Supplies/Repairs/Maint.	56,900	60,000	3,100
136				
	5320 -- Clubhouse Staff	30,000	35,000	5,000
137				
	6065 -- Community Center Utilities	60,000	60,000	0
138				
	5308 -- Snack Bar Staff	4,900	5,486	586
139				
	6310 -- Snack Bar Supplies	4,000	3,000	(1,000)
140				
	Total Recreation Center Expenses	460,800	515,758	54,958
141				
	Other Expense			
142				
	Principal & Interest Expense	61,427	283,150	221,723
143				
	5010 - Bad Debt	3,000	3,000	0
144				
	Total Other Expenses	64,427	286,150	221,723
145				
	Total Kentlands Citizens Assembly Expense	2,491,130	2,461,177	(29,953)
146				
147				
148				
	Total Association Net Income / (Loss)	28	17	(12)
149				