

**FOREST CREEK VILLAS CONDOMINIUM ASSOCIATION  
A 55 AND OLDER COMMUNITY  
C/O GUARDIAN PROPERTY MANAGEMENT  
6704 LONE OAK BLVD  
NAPLES, FL 34109  
PHONE 239-514-7432 FAX 239-514-7759**

**PURCHASE APPLICATION FOR APPROVAL**

**Emailed applications are not accepted.**

**PROPERTY ADDRESS:**

**UNIT:**

**OWNED BY:**

**CLOSING DATE:**

I/We apply for approval to purchase the property listed above with the intent to use it as:

1. Primary Residence                      2. Secondary Residence                      3. Investment for Rental

**We represent that the following information is complete and true, and agree that any misrepresentation in this application will justify automatic rejection. I (We) consent to additional inquiry concerning this application, and if requested will agree to an appearance before the Board of Directors for further questioning.**

**In order to process this application, the following items MUST be included:**

	<b>A signed copy of this completed application.</b>
	A <b>non-refundable check</b> in the amount of <b>\$150.00</b> made payable to Forest Creek Villas Condominium Association for processing.
	A copy of the <b>signed and dated executed PURCHASE Agreement</b>
	Payment for background and credit screening <b>\$75 per person (18 years or older who is on the application)</b> , made payable to <b>Guardian Property Management. Note: For Canadian citizens: \$100 per adult. For other International screenings, please call Guardian for pricing.</b>
	Provide a <b>copy of Driver's License or photo I.D. for each applicant</b> (18 years of age or older). Passport for International.
	I/We have reviewed the attached FCVCA Bylaws Summary and signed the Acknowledgement page.
	I/We have filled out and signed the attached Pet Approval Form.
	I/We have signed the attached Consent to Receive Electronic Notice of Meetings & Association Business.
	I/We will provide Guardian Property Management with a record of the Warranty Deed within ten days of closing.
	I/We understand that we are responsible for the care and maintenance of the landscaping under the drip line. I/We also understand that we are responsible for the care and maintenance of additional landscaping installed by a former owner.

**If you have further questions or concerns, visit [forestcreekvillas.com](http://forestcreekvillas.com).**

**The Board of Directors has 14 days to approve or disapprove your application. Please have your completed application turned into our office at least 20 days prior to occupancy.**

**Applicant's Name** \_\_\_\_\_ SS# \_\_\_\_\_ DOB \_\_\_\_\_

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long at current address? \_\_\_\_\_ Rent or Own? \_\_\_\_\_

If renting, include current Landlord Name and Contact: \_\_\_\_\_

Prior Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Applicant's: Phone # \_\_\_\_\_ Email \_\_\_\_\_

Citizen of U.S? Yes or No? \_\_\_\_\_ If not US citizen, please provide passport.

Driver's License # \_\_\_\_\_

Current Employment \_\_\_\_\_ How Long? \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

**Co-Applicant Name** \_\_\_\_\_ SS# \_\_\_\_\_ DOB \_\_\_\_\_

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long at current address? \_\_\_\_\_ Rent or Own? \_\_\_\_\_

If renting, include current Landlord Name and Contact: \_\_\_\_\_

Prior Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Co-Applicant's: Phone # \_\_\_\_\_ Email \_\_\_\_\_

Co- Applicant? Yes or No? \_\_\_\_\_ If not US citizen, please provide passport.

Co-Applicant License# \_\_\_\_\_

Co-Applicant's Employment \_\_\_\_\_ How Long? \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

**Vehicles – Each Unit Has Two Parking Spaces. Vans, Motorcycles, Campers, Trailers are not allowed per Forest Creek Villas Association Condominium Bylaws.**

Make of Car \_\_\_\_\_ Year \_\_\_\_\_ License# \_\_\_\_\_ State \_\_\_\_\_

\_\_\_\_\_ Year \_\_\_\_\_ License# \_\_\_\_\_ State \_\_\_\_\_

**Please state the name, relationship, and age of all other persons who will be occupying the unit. Forest Creek Villas Condominium is an age 55 and older single family residence. All occupants are subject to background and credit checks.**

<b>NAME</b>	<b>RELATIONSHIP</b>	<b>AGE</b>	<b>D.O.B.</b>	<b>Social Security Number</b>
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**Person to be notified in Emergency:**

Name: \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

**Person to be notified with approval or disapproval of application:**

Owner or Firm/Agent Handling the Sale \_\_\_\_\_ Phone# \_\_\_\_\_

Owner or Firm/Agent Email: \_\_\_\_\_

**I am aware of and agree to abide by the Declaration of Condominium, the Articles of Incorporation, Bylaws and any all properly promulgated rules and regulations in effect within the term of the my (our) ownership. I acknowledge all these documents are recorded in the public records of Lee County, Florida and are available for inspection during regular business hours at the Lee County Courthouse and on-line at ForestCreekVillas.com.**

**I am aware that a criminal background screening and credit check will be done and I give my approval. There is a \$75 charge per adult. The fee is \$100 per adult for Canadian citizens. Make the check payable to: Guardian Property Management. For other international screenings, please call Guardian for the cost.**

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Buyer Application Signature

Date

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Buyer Application Signature

Date

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Approved By Board Member

Date

**ANY APPROVAL IS VOID IN THE EVENT OF FALSE STATEMENTS IN THE ABOVE APPLICATION.**

**RETURN YOUR APPLICATION & DOCUMENTS TO: Guardian Property Management, 6704 Lone Oak Blvd., Naples, Florida 34109**

# FCVCA BYLAWS SUMMARY ACKNOWLEDGEMENT

Forest Creek Villas Condominium Association

Property Address: \_\_\_\_\_

Unit: \_\_\_\_\_

Seller: \_\_\_\_\_

Tenant (If Applicable): \_\_\_\_\_

The undersigned hereby acknowledges they have received and read the FCVCA Bylaws Summary. In addition, they agree to abide by the FCVCA Bylaws in its entirety. ***Every person listed on the application must sign below.***

A complete copy of the Bylaws can be downloaded from the website: [ForestCreekVillas.com](http://ForestCreekVillas.com).

Received by:

Buyer/Lessee \_\_\_\_\_ Date \_\_\_\_\_

Buyer/Lessee \_\_\_\_\_ Date \_\_\_\_\_

Buyer/Lessee \_\_\_\_\_ Date \_\_\_\_\_

Buyer/Lessee \_\_\_\_\_ Date \_\_\_\_\_

Note: After signing above, this form must be submitted to

Guardian Property Management along with the

Application for Purchase or Rental Approval forms.

Please keep the FCVCA Bylaw Summary for your reference.

**FAILURE TO SIGN AND RETURN THIS FORM  
MAY RESULT IN THE DENIAL OF YOUR APPLICATION**

**Forest Creek Villas Condominium Association, Inc.**

**Consent to Receive Electronic Notice of Meetings and Association Business**

The Undersigned, being all approved owners or an eligible voter of

address \_\_\_\_\_

of **Forest Creek Villas Condominium Association, Inc.** A corporation pursuant to Florida State Statutes 719, hereby consent in writing to receive notice by electronic transmission for certain meetings or updates from the Board of Directors, committees and annual and special meetings of the members of the **Association** to the fullest extent permitted by law. I/We designate the following e-mail address for electronic notice purposes:

\_\_\_\_\_

Please print your email address legibly!!

The undersigned understands that a mailed/paper notice may not be provided to the unit owners unless the unit owners have rescinded their consent in writing to receive electronic notice of meetings or updates from the Board of Directors or committees with regards to association business.

**Please be aware that if you consent to receive electronic notices of meetings and updates of association business, your e-mail address designated for that purpose will be an official record of the Association and will not be shared with anyone outside of the Association with the exception of the Associations Attorneys or Associations Property Management Company.**

**All Owners of the Unit or Eligible Voter**

**Please Print Name, Date and Signature**

**I Give My Consent:**

**Print Name** \_\_\_\_\_

**Date** \_\_\_\_\_

**Signature** \_\_\_\_\_

**I Do Not Give My Consent:**

**Print Name** \_\_\_\_\_

**Date** \_\_\_\_\_

**Signature** \_\_\_\_\_

# Forest Creek Villas Condo Association BYLAW SUMMARY

**The Bylaws govern and should be consulted directly for a more precise interpretation.**

Forest Creek Villas Condominium Association (FCVCA) is a 55+ community, with emphasis on community. It is managed by Guardian Property Management in Naples, Florida and a five-person Volunteer Board of Directors, assisted by several volunteer committees. Participation is the key to the successful running of the community. Owners are kept informed of activities through EMAIL blasts, postings at the pool and dumpster area and on the FCV website ([www.forestcreekvillas.com](http://www.forestcreekvillas.com)) – check it often.

**Prior to acquisition or lease of a unit, an application must be submitted to Guardian Property Management at least 20 days prior to closing or occupancy. It will be reviewed, and approved or denied by the FCVCA Board of Directors.**

**The SUMMARY of the FCVCA Bylaws is below. The complete Bylaws are available on the home page of the FCVCA website at [www.forestcreekvillas.com](http://www.forestcreekvillas.com).**

- **AGE:** As a 55+ community, a person must be aged 55 or more to own or rent.
- **BACKGROUND AND CREDIT CHECK:** All owner and rental applications are subject to a background and credit check. If the person seeking approval has been convicted of a crime involving violence to persons, a crime demonstrating dishonesty or moral turpitude, any felony, or sexual offense of any nature, a record of financial irresponsibility, including without limitation prior bankruptcies, foreclosures or bad debts, a history of disruptive behavior or the disregard for the rights and property of others as evidenced by his or her conduct in other social organizations or associations or by his or her conduct in this condominium or other residences as a tenant, their application may be denied.
- **BOUNDARIES OF THE UNIT:** Your ownership and responsibility include everything that is inside of the ceiling and exterior wall drywall and from the unfinished slab up, as well as all utilities that serve your unit alone (electric and water from the meters on). Finishes on the floor, ceilings, and exterior walls and everything else inside the unit is the owner's responsibility.
- **EXPENSES:** As a condominium community, all expenses are shared equally by way of a quarterly assessment, payable directly to our Management company. Special assessments for unusual, unplanned events are possible but rare. Late or non-payment will result in penalties.
- **MAINTENANCE:** The Association is responsible for all exterior maintenance of the structures EXCEPT for screens, screen doors, windows, gutters, lanais and downspouts. The Association maintains the grounds outside of the drip line (roof edge) of each unit, except for owner added landscape modifications.

## Forest Creek Villas Condo Association BYLAW SUMMARY

- **APPEARANCE:** Owners are required to maintain the exterior appearance of their unit, including but not limited to the maintenance and trimming of the dripline and other owner added landscape plantings.
- **MODIFICATIONS:** Unusual for a condominium, owners may be permitted to make land and hardscape changes around their units. Plans must be submitted on an ARC Review Form (available on the website) and submitted to the Management company. It will then be reviewed by the Board of Directors. **Do not give the contractor a non-refundable deposit or schedule the work until your ARC request is fully approved.** Please allow up to two weeks for an approval response from the Management company and the Board of Directors.

Any changes made by an owner become the sole responsibility of the owner and all future owners of the unit. If a modification must be removed for access to public utilities then that cost, and replacement costs are borne by the owner. Modifications done without Board approval are subject to forced removal at homeowner's expense and a possible fine.

- **GUESTS:** The owner may permit guests to occupy the unit, as follows: A reasonable number of guests are permitted, not to exceed four. First degree relatives can stay an unlimited amount of time. Non related guests are limited to 30 days or less with only 4 occurrences in a calendar year. A guest is not allowed to pay rent. Minor guests under age 16 are limited to stays not to exceed 14 days per stay 2 times per year.
- **PETS:** Owners and Lessees may have one domestic pet not larger than 45 pounds. Pets must always be on a leash when outside the unit. Owners and Lessees must pick up waste after their pet. Guests may have one pet not larger than 35 pounds. There shall never be more than two pets in total per unit, one per owner and one per guest.
- **NUISANCE:** No use or practice may be permitted on the condominium property which is deemed to be a nuisance. All units shall be kept clean and free of trash and debris. No business shall be conducted from a unit.
- **RENTALS:** Rentals are permitted but limited. The minimum rental period is 90 days and there can be no more than five units rented at any one time. The current rental schedule can be found on the FCVCA website. A Lease Application must be submitted to the Management company and Board of Directors and the acceptance criteria are essentially the same as for a new owner. Renters also have the same rights, privileges, and responsibilities as an owner, with the exception of voting.
- **VEHICLES:** The following vehicles may NOT be kept on the condominium property: commercial vehicles, off-road vehicles, boats, motorcycles, trailers, RVs or camper trailers.

## Forest Creek Villas Condo Association BYLAW SUMMARY

- TRASH: There is a centrally located dumpster court. There are two dumpsters, one for household trash and one for recyclables. On the fence adjacent to the dumpsters is a notice board that includes tips on the use of the dumpsters. Keep the area around the dumpsters clean and do not over fill. Please flatten cardboard boxes before disposal.

The dumpster for household trash may also be used for small amounts of minor construction debris. If you have a major project, your contractor must remove the debris. If you do not comply, you may be fined for the removal of the item(s). Yard waste can be piled at the end of your walkway for the landscaping company removal.

- BULK WASTE: There is one Bulk Waste pick up date per month, without charge. Examples of bulk waste items are old appliances, hot water tanks, mattresses and large furniture items. An eBlast will be sent out to owners to announce the date for that months FREE pickup. Please put the items out at the end of Goodwin Street near the gate in the grass **the day before the pick-up date.**
- MEETINGS: The Annual Meeting is held in February, the Budget Meeting is held in December and Board of Directors meetings are held at intervals during the season with notice to all owners (Nov. to Apr.). The Meetings are well attended and owners are encouraged to attend for voting purposes, discussions, questions and other important information.



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NAPLES, FL 34109  
PHONE 239-514-7432 FAX 239-514-7759**

**PET APPROVAL FORM  
TO BE SUBMITTED WITH PURCHASE OR RENTAL APPLICATION**

\_\_\_\_\_ I do not have a pet at this time.

\_\_\_\_\_ I understand that falsification of the information or failure to register my pet will result in revocation or denial of my approval by the Board of Directors.

\_\_\_\_\_ I further understand that I am fully responsible for the action of my pet and for my guests or visitors pet, and have read the Rules and Regulations regarding the control of my pet.

\_\_\_\_\_ I understand that this Pet Approval is only for this pet and expires when the pet is no longer on the property.

\_\_\_\_\_ I understand that only one pet per unit is allowed at a weight not to exceed 45 pounds. My guests may have one pet whose weight may not exceed 35 pounds.

\_\_\_\_\_ I will provide all current veterinarian records with this application.

TYPE OF PET \_\_\_\_\_ WEIGHT \_\_\_\_\_

BREED \_\_\_\_\_ WEIGHT AT MATURITY \_\_\_\_\_

PROPERTY ADDRESS AND UNIT \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Proposed New Tenant \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Proposed New Unit Owner \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Association Approval \_\_\_\_\_ Date \_\_\_\_\_  
2023


## INSTRUCTIONS ON HOW TO OBTAIN CONDO DOCUMENTS

- If your Association has a Website, Current registered owners can access the website to see if there is a link to their association documents and print them from there.

OR

- To download and copy association documents from the Lee or Collier County Websites:

You can print a set off the clerk's website for free. You should verify with the clerk's office that the set you are downloading is current or you will have to search for any additional amendments. If there are additional items, the clerk's office should be able to direct you further.

LEE COUNTY Phone: 239-533-5000	COLLIER COUNTY Phone: 239-252-2745
<a href="http://www.leeclerk.org">www.leeclerk.org</a>	<a href="http://www.collierclerk.com/records-search/official-land-records-search">www.collierclerk.com/records-search/official-land-records-search</a>
▶ Click Official Records/Recording	▶ Click OR Document Search
▶ Click Official Record Search	▶ PARTY NAME: Business Name: <i>(Type Association Name)</i>
▶ Click Official Record Public Search	▶ DOCUMENT TYPE: <input type="checkbox"/> DECL : Declaration of Condo
▶ Accept Disclaimer	▶  Search
Party Type: Direct	
Name: <i>(Type Association Name)</i>	
Document Type: Select DOC	
▶ Click Search Records	

# Forest Creek Villas Condominium Association, Inc.

## 2023 APPROVED BUDGET

For the Period January 1, 2023 through December 31, 2023  
46 Units

	APPROVED 2022 BUDGET	ACTUAL through August 31, 2022	PROJECTED ACTUAL Sept. - Dec. 22	PROJECTED 2022 Total	APPROVED 2023 BUDGET
<b>INCOME:</b>					
4000 Maintenance Fees	140,800.00	93,866.64	46,933.36	140,800.00	161,212.00
4001 Reserve Fees	30,320.00	20,213.36	10,106.64	30,320.00	44,500.00
4007 Application Fees		150.00	50.00	200.00	
4009 Late Fees		(130.43)	25.00	(105.43)	
4010 Interest/Finance Charge		316.78	65.00	381.78	
4029 Operating Earned Interest		0.19	-	0.19	
4018 Prior Year Surplus		-	-	-	1,712.00
<b>Total Income</b>	<b>\$ 171,120.00</b>	<b>\$ 114,416.54</b>	<b>\$ 57,180.00</b>	<b>\$ 171,596.54</b>	<b>\$ 207,424.00</b>

**OPERATING EXPENSES:**

<b>Building Maintenance</b>					
5000 Maintenance Labor	5,000.00	11,434.76	2,250.00	13,684.76	8,000.00
<b>Total Building Maintenance</b>	<b>\$ 5,000.00</b>	<b>\$ 11,434.76</b>	<b>\$ 2,250.00</b>	<b>\$ 13,684.76</b>	<b>\$ 8,000.00</b>

<b>Grounds Maintenance</b>					
6000 Grounds/Pest Contract	48,000.00	26,153.18	12,960.00	39,113.18	41,000.00
6002 Grounds Expense	5,500.00	14,072.28	1,600.00	15,672.28	7,000.00
6004 Irrigation Repairs	1,000.00	1,557.47	625.00	2,182.47	2,000.00
<b>Total Grounds Maintenance</b>	<b>\$ 54,500.00</b>	<b>\$ 41,782.93</b>	<b>\$ 15,185.00</b>	<b>\$ 56,967.93</b>	<b>\$ 50,000.00</b>

<b>Amenities/Clubhouse</b>					
6221 Pool Maintenance	8,000.00	4,551.47	2,640.00	7,191.47	8,000.00
<b>Total Amenities/Clubhouse</b>	<b>\$ 8,000.00</b>	<b>\$ 4,551.47</b>	<b>\$ 2,640.00</b>	<b>\$ 7,191.47</b>	<b>\$ 8,000.00</b>

<b>Utilities</b>					
6304 Electricity	8,000.00	5,816.40	2,675.00	8,491.40	9,000.00
6316 Trash	4,500.00	1,980.17	825.00	2,805.17	3,500.00
6318 Water/Sewer	1,200.00	635.62	275.00	910.62	1,200.00
<b>Total Utilities</b>	<b>\$ 13,700.00</b>	<b>\$ 8,432.19</b>	<b>\$ 3,775.00</b>	<b>\$ 12,207.19</b>	<b>\$ 13,700.00</b>

<b>Insurance</b>					
6500 Insurance	50,500.00	29,511.01	16,282.00	45,793.01	73,000.00
<b>Total Insurance</b>	<b>\$ 50,500.00</b>	<b>\$ 29,511.01</b>	<b>\$ 16,282.00</b>	<b>\$ 45,793.01</b>	<b>\$ 73,000.00</b>

<b>Administration</b>					
7001 Management Contract	6,900.00	4,600.00	2,300.00	6,900.00	7,524.00
7003 Administrative Expense	1,000.00	1,814.92	325.00	2,139.92	1,800.00
7009 Misc. Bank & Division Fees	200.00	381.29	-	381.29	400.00
7019 Legal Fees	1,000.00	-	150.00	150.00	500.00
<b>Total Administration</b>	<b>\$ 9,100.00</b>	<b>\$ 6,796.21</b>	<b>\$ 2,775.00</b>	<b>\$ 9,571.21</b>	<b>\$ 10,224.00</b>

<b>TOTAL EXPENSES</b>	<b>\$ 140,800.00</b>	<b>\$ 102,508.57</b>	<b>\$ 42,907.00</b>	<b>\$ 145,415.57</b>	<b>\$ 162,924.00</b>
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<b>Reserves</b>					
8000 Transfer to Reserves	30,320.00	20,213.36	10,106.64	30,320.00	44,500.00
<b>Total Reserves</b>	<b>\$ 30,320.00</b>	<b>\$ 20,213.36</b>	<b>\$ 10,106.64</b>	<b>\$ 30,320.00</b>	<b>\$ 44,500.00</b>

<b>TOTAL EXPENSES &amp; RESERVES</b>	<b>\$ 171,120.00</b>	<b>\$ 122,721.93</b>	<b>\$ 53,013.64</b>	<b>\$ 175,735.57</b>	<b>\$ 207,424.00</b>
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Per Unit	2022	2023
	QTR	QTR
Maintenance Fees	930.00	1,118.00

**Forest Creek Villas Condominium Association  
Pooled Reserves Schedule**

For the Period January 1, 2023 through December 31, 2023

Component	Estimated Useful Life	Remaining Useful Life	Replacement Cost	2023	2024	2025	2026	2027
<b>Roofs</b>								
Roof 2 bldgs. (118, 119, 126, 127)	20	14	31,000					
Roof 3 bldgs. (140, 141, 144, 145, 146, 147)	20	13	46,500					
Roof 2 bldgs. (105, 106, 109, 110)	20	12	31,000					
Roof 4 bldgs. (101, 102, 103, 104, 114, 115, 136, 137)	20	11	62,000					
Roof 2 bldgs. (116, 117, 122, 123)	20	10	31,000					15,500
Roof 1 bldg. (111, 112)	20	9	15,500					
Roofs 5 bldgs. (107, 108, 124, 125, 128, 129, 132, 133, 148)	20	7	77,500			77,500		
Roofs 3 bldgs. (120, 121, 130, 131, 142, 143)	20	8	46,500				46,500	
Roofs 2 bldgs. (134, 135, 138, 139)	20	19	31,000					
<b>Painting</b>								
Painting	8	2	98,000			98,000		
<b>Pavement</b>								
Paving	15	6	55,000					
<b>Pool</b>								
Pool	12	8	25,000					
<b>Fence (Concrete)</b>								
Fence	30	15	205,800					
Fence Completed in 2022	30	30	14,200					
<b>Deferred Maintenance</b>								
Deferred Maintenance, Insurance deductible and disaster	10	9	10,000					
<b>Grand Total</b>			<b>780,000</b>	<b>-</b>	<b>44,500</b>	<b>175,500</b>	<b>46,500</b>	<b>15,500</b>
<b>Yearly Funding Requirement</b>				<b>44,500</b>	<b>44,500</b>	<b>44,500</b>	<b>44,500</b>	<b>44,500</b>
<b>Year Ending Reserve Balance</b>			<b>181,830</b>	<b>226,330</b>	<b>270,830</b>	<b>139,830</b>	<b>137,830</b>	<b>166,830</b>
			<b>12/31/22</b>					

**Forest Creek Villas Condominium Association  
Pooled Reserves Schedule**

For the Period January 1, 2023 through December 31, 2023

Component	Estimated Useful Life	Remaining Useful Life	Replacement Cost	2028	2029	2030	2031	2032	2033
<b>Roofs</b>									
Roof 2 bldgs. (118, 119, 126, 127)	20	14	31,000					31,000	
Roof 3 bldgs. (140, 141, 144, 145, 146, 147)	20	13	46,500				46,500		
Roof 2 bldgs. (105, 106, 109, 110)	20	12	31,000			31,000			
Roof 4 bldgs. (101, 102, 103, 104, 114, 115, 136, 137)	20	11	62,000		62,000				
Roof 2 bldgs. (116, 117, 122, 123)	20	10	31,000	31,000					
Roof 1 bldg. (111, 112)	20	9	15,500						
Roofs 5 bldgs. (107, 108, 124, 125, 128, 129, 132, 133, 148)	20	7	77,500						
Roofs 3 bldgs. (120, 121, 130, 131, 142, 143)	20	8	46,500						
Roofs 2 bldgs. (134, 135, 138, 139)	20	19	31,000						
<b>Painting</b>									
Painting	8	2	98,000						98,000
<b>Pavement</b>									
Paving	15	6	55,000		55,000				
<b>Pool</b>									
Pool	12	8	25,000				25,000		
<b>Fence (Concrete)</b>									
Fence	30	15	205,800						
Fence Completed in 2022	30	30	14,200						
<b>Deferred Maintenance</b>									
Deferred Maintenance, Insurance deductible and disaster	10	9	10,000					10,000	
<b>Grand Total</b>			780,000	31,000	117,000	31,000	71,500	41,000	98,000
<b>Yearly Funding Requirement</b>			44,500	44,500	44,500	44,500	44,500	44,500	44,500
<b>Year Ending Reserve Balance</b>			180,330	180,330	107,830	121,330	94,330	97,830	44,330

**Forest Creek Villas Condominium Association  
Pooled Reserves Schedule**

For the Period January 1, 2023 through December 31, 2023

Component	Estimated Useful Life	Remaining Useful Life	Replacement Cost	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>
<b>Roofs</b>								
Roof 2 bldgs. (118, 119, 126, 127)	20	14	31,000					
Roof 3 bldgs. (140, 141, 144, 145, 146, 147)	20	13	46,500					
Roof 2 bldgs. (105, 106, 109, 110)	20	12	31,000					
Roof 4 bldgs. (101, 102, 103, 104, 114, 115, 136, 137)	20	11	62,000					
Roof 2 bldgs. (116, 117, 122, 123)	20	10	31,000					
Roof 1 bldg. (111, 112)	20	9	15,500					
Roofs 5 bldgs. (107, 108, 124, 125, 128, 129, 132, 133, 148)	20	7	77,500					
Roofs 3 bldgs. (120, 121, 130, 131, 142, 143)	20	8	46,500					
Roofs 2 bldgs. (134, 135, 138, 139)	20	19	31,000				31,000	
<b>Painting</b>								
Painting	8	2	98,000					
<b>Pavement</b>								
Paving	15	6	55,000					
<b>Pool</b>								
Pool	12	8	25,000					
<b>Fence (Concrete)</b>								
Fence	30	15	205,800					205,800
Fence Completed in 2022	30	30	14,200					
<b>Deferred Maintenance</b>								
Deferred Maintenance, Insurance deductible and disaster	10	9	10,000					
<b>Grand Total</b>			780,000				31,000	205,800
<b>Yearly Funding Requirement</b>				44,500	44,500	44,500	44,500	44,500
<b>Year Ending Reserve Balance</b>				88,830	133,330	177,830	191,330	30,030



**Assets**

Operating Funds			
10-1002-00	AMB Operating #5243	\$45,616.38	
10-1032-00	First Citizens Operating #0027	13,605.63	
Total Operating Funds:			<u>\$59,222.01</u>
Reserve Funds			
11-1100-00	AMB Reserve #5188	181,912.25	
Total Reserve Funds:			<u>\$181,912.25</u>
Other Current Assets			
12-1200-00	Accounts Receivable	4,931.35	
12-1220-00	Prepaid Insurance	18,749.11	
12-1235-00	Utility Deposits	641.00	
Total Other Current Assets:			<u>\$24,321.46</u>
Fixed Assets			
13-1308-00	Pool, Buildings, Facilities	30,000.00	
13-1310-00	Equipment	1,058.94	
Total Fixed Assets:			<u>\$31,058.94</u>
<b>Total Assets:</b>			<u><b>\$296,514.66</b></u>

**Liabilities & Equity**

Liabilities			
20-2000-00	Accounts Payable	348.51	
20-2023-00	Deferred Insurance Claim Income	28,450.89	
20-2050-00	Prepaid Maintenance Assessments	7,462.00	
Total Liabilities:			<u>\$36,261.40</u>
Reserves			
30-3000-00	Deferred Pooled Reserves	181,965.12	
Total Reserves:			<u>\$181,965.12</u>
Fund Balance			
39-3900-00	Fund Balance	47,861.78	
39-3910-00	Equity - Non Reserves	34,876.28	
39-3990-00	Reserve Fund Balance	52.87	
Total Fund Balance:			<u>\$82,790.93</u>
	Net Income Gain / Loss	(4,502.79)	
			<u>(\$4,502.79)</u>
<b>Total Liabilities &amp; Equity:</b>			<u><b>\$296,514.66</b></u>

Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>OPERATING INCOME</b>							
<b>Income</b>							
4000-00 Maintenance Assessments	\$11,733.33	\$11,733.37	(\$0.04)	\$140,799.96	\$140,800.00	(\$0.04)	\$140,800.00
4001-00 Reserve Assessments	2,526.67	2,526.63	0.04	30,320.04	30,320.00	0.04	30,320.00
4007-00 Application Fees	100.00	-	100.00	600.00	-	600.00	-
4009-00 Late Fees	-	-	-	(5.43)	-	(5.43)	-
4010-00 Interest/Finance Charge	-	-	-	456.28	-	456.28	-
4016-00 Insurance Claim	3,530.48	-	3,530.48	3,530.48	-	3,530.48	-
4029-00 Operating/Earned Interest	-	-	-	0.19	-	0.19	-
4031-00 Owner Misc Charge	-	-	-	240.00	-	240.00	-
4045-00 Deferred Reserve Transfer	(2,526.67)	(2,526.63)	(0.04)	(30,320.04)	(30,320.00)	(0.04)	(30,320.00)
4049-00 Reserve Income Recognition	(75.92)	-	(75.92)	47,662.30	-	47,662.30	-
4050-00 Reserve Interest	23.05	-	23.05	138.67	-	138.67	-
<b>Total Income</b>	<b>\$15,310.94</b>	<b>\$11,733.37</b>	<b>\$3,577.57</b>	<b>\$193,422.45</b>	<b>\$140,800.00</b>	<b>\$52,622.45</b>	<b>\$140,800.00</b>
<b>Total OPERATING INCOME</b>	<b>\$15,310.94</b>	<b>\$11,733.37</b>	<b>\$3,577.57</b>	<b>\$193,422.45</b>	<b>\$140,800.00</b>	<b>\$52,622.45</b>	<b>\$140,800.00</b>
<b>OPERATING EXPENSE</b>							
<b>Building Maintenance</b>							
5000-00 Maintenance Labor	25.54	416.63	391.09	12,820.30	5,000.00	(7,820.30)	5,000.00
5049-00 Hurricane Ian 2022	-	-	-	3,530.48	-	(3,530.48)	-
<b>Total Building Maintenance</b>	<b>\$25.54</b>	<b>\$416.63</b>	<b>\$391.09</b>	<b>\$16,350.78</b>	<b>\$5,000.00</b>	<b>(\$11,350.78)</b>	<b>\$5,000.00</b>
<b>Grounds Maintenance</b>							
6000-00 Grounds/Pest Contract	3,240.00	4,000.00	760.00	38,880.00	48,000.00	9,120.00	48,000.00
6002-00 Grounds Expense	-	458.37	458.37	14,760.46	5,500.00	(9,260.46)	5,500.00
6004-00 Irrigation Repairs	-	83.37	83.37	2,545.43	1,000.00	(1,545.43)	1,000.00
<b>Total Grounds Maintenance</b>	<b>\$3,240.00</b>	<b>\$4,541.74</b>	<b>\$1,301.74</b>	<b>\$56,185.89</b>	<b>\$54,500.00</b>	<b>(\$1,685.89)</b>	<b>\$54,500.00</b>
<b>Amenities/Clubhouse</b>							
6221-00 Pool Maintenance	660.00	666.63	6.63	7,191.47	8,000.00	808.53	8,000.00
<b>Total Amenities/Clubhouse</b>	<b>\$660.00</b>	<b>\$666.63</b>	<b>\$6.63</b>	<b>\$7,191.47</b>	<b>\$8,000.00</b>	<b>\$808.53</b>	<b>\$8,000.00</b>
<b>Utilities</b>							
6304-00 Electricity	868.71	666.63	(202.08)	8,716.37	8,000.00	(716.37)	8,000.00
6316-00 Trash	232.12	375.00	142.88	2,908.65	4,500.00	1,591.35	4,500.00
6318-00 Water/Sewer	90.85	100.00	9.15	1,019.04	1,200.00	180.96	1,200.00
<b>Total Utilities</b>	<b>\$1,191.68</b>	<b>\$1,141.63</b>	<b>(\$50.05)</b>	<b>\$12,644.06</b>	<b>\$13,700.00</b>	<b>\$1,055.94</b>	<b>\$13,700.00</b>
<b>Insurance</b>							
6500-00 Insurance	4,616.39	4,208.37	(408.02)	48,180.57	50,500.00	2,319.43	50,500.00
<b>Total Insurance</b>	<b>\$4,616.39</b>	<b>\$4,208.37</b>	<b>(\$408.02)</b>	<b>\$48,180.57</b>	<b>\$50,500.00</b>	<b>\$2,319.43</b>	<b>\$50,500.00</b>
<b>Administrative</b>							
7001-00 Management Contract	575.00	575.00	-	6,900.00	6,900.00	-	6,900.00
7003-00 Administrative Expense	110.47	83.37	(27.10)	2,237.34	1,000.00	(1,237.34)	1,000.00
7009-00 Misc Bank & Division Fees	-	16.63	16.63	381.29	200.00	(181.29)	200.00
7019-00 Legal Fees	-	83.37	83.37	-	1,000.00	1,000.00	1,000.00
<b>Total Administrative</b>	<b>\$685.47</b>	<b>\$758.37</b>	<b>\$72.90</b>	<b>\$9,518.63</b>	<b>\$9,100.00</b>	<b>(\$418.63)</b>	<b>\$9,100.00</b>
<b>Reserves</b>							
8001-00 Roof Reserves Expense	-	-	-	30,590.00	-	(30,590.00)	-
8021-00 Pool Reserve Expense	-	-	-	3,063.84	-	(3,063.84)	-
8045-00 Fence Reserve Expense	-	-	-	14,200.00	-	(14,200.00)	-
<b>Total Reserves</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$47,853.84</b>	<b>\$-</b>	<b>(\$47,853.84)</b>	<b>\$-</b>
<b>Total OPERATING EXPENSE</b>	<b>\$10,419.08</b>	<b>\$11,733.37</b>	<b>\$1,314.29</b>	<b>\$197,925.24</b>	<b>\$140,800.00</b>	<b>(\$57,125.24)</b>	<b>\$140,800.00</b>
<b>Net Income:</b>	<b>\$4,891.86</b>	<b>\$0.00</b>	<b>\$4,891.86</b>	<b>(\$4,502.79)</b>	<b>\$0.00</b>	<b>(\$4,502.79)</b>	<b>\$0.00</b>