

Wellington Manor Homeowners Association

Board of Trustees Meeting Wellington Manor Clubhouse Monday, November 18, 2019

In attendance: Steve Walker (SW), President
Valarie French (VF), Vice President
Lou Donofrio (LD), Treasurer
Michael Swiatocha (MS), Co-Secretary
Ann Vannozi (AV), Co-Secretary

1. SW called the meeting to order at 7:03 pm. **See attached Agenda**
2. Presence of a quorum of the BOT was confirmed as 5 BOT members were present.
3. SW asked for a motion to approve the minutes of WM Annual Homeowners Association meeting from September 16, 2019. VF made the motion, LD seconded, and the minutes were approved by unanimous voice vote.
4. Financials
 - a. Reports as of September 30, 2019
SW asked LD for the Treasurer's Report as of September 30, 2019
LD summarized the October 31, 2019 Asset List consisting of current Operating Funds (\$167K), Deferred Maintenance (\$32K), Total Reserves (\$373K), CIF (\$8,175), and Penn East Settlement Funds (\$40,805). Total current assets as of October 31, 2019 are \$620,289. LD also reported on the September 2019 Operating Statement. **Refer to the attached Asset List and Operating Statement distributed at the November BOT Meeting for details.**

SW reported the surplus following total 2019 expenditures is estimated at \$42K. He also stated sales revenue is down as only one home was sold during the year. He projected expenditures for hazardous tree maintenance will be unfavorable versus the budget due to an increase in the number of trees removed this year.

b. 2020 Budget

SW presented the preliminary budget for 2020 based on expenses through September 30, 2019. Increases in expenditures for 2020 are primarily driven by contractual agreements for snow/ice, landscaping, pool maintenance, and trash removal. Revenue is projected to be \$33K short of expenses. **See attached Proposed 2020 Budget distributed at the November 2019 BOT Meeting.**

SW requested a motion to approve the 2020 Budget subject to November/December actuals. MS made the motion, LD seconded, and the budget was approved by unanimous voice vote.

5. Clubhouse Renovation

MS summarized progress to date:

- a. Revised construction and electric drawings were requested from Fortunato Architecture based on the plan to retain the fireplace and install a 72" double door between the main room and the activities room. The drawings will be used to request bids from three construction contractors.
- b. Requests for construction bids will be submitted to the three contractors identified by the Ad Hoc Clubhouse Committee. Timing of bid requests is subject to the availability of architectural drawings (see above).
- c. Project Timetable – Electric and construction is projected to start in the third week of January 2020 following the Board of Trustees meeting scheduled for January 20, 2020. In addition, the clubhouse is booked for other events in the early part of January. Subsequent to construction, it is anticipated installation of the new flooring will begin in mid-February and painting in late February. The schedule is dependent upon inspection by Hopewell Township as the project progresses.
- d. Other Matters – A resident inquired about sound abatement in the main room. MS responded that the board decided to delay this until the project is complete including delivery of new furniture, and installation of flooring and window treatments. He added we need to use the renovated facility before determining whether or not sound remediation is required. Another resident asked if the water fountain could or should be removed. The board agreed to take this under advisement.

6. Pool

AV presented the following:

- a. Management Company Selection – American Pool and Sparkling Pools merged. Proposals for WM pool management were requested from American/Sparkling and Imperial. We received bids of \$24K from American/Sparkling and \$25K from Imperial. SW requested a motion to approve the contract with American. MS made the motion, LD seconded, and the contract was approved by unanimous voice vote.
- b. Attendant Decision – The new contract with American provides for a pool attendant to be present during all hours that the pool is open. A lifeguard will not be present. The attendant will open the pool, check water quality, and oversee chlorination, etc.
Note: Pool hours in 2020 will not change from 2019.
- c. Pool Upgrades – discussion regarding installation of a new sand filter and multi-valve port for \$2200. The equipment will be installed in late 2019, but the term of the warranty will not begin until May 2020. VF made the motion to approve the expenditure and LD seconded. The motion was approved by unanimous voice vote.

7. Clubhouse Railings – AV reported on the installation of two railings for the steps on the Lexington Drive side of the clubhouse.

8. Solar System Guidelines

SW provided the background on the project. A resident recently submitted a request to Hopewell Township for approval to install a solar system. The board and the ARC determined that WMHOA guidelines are needed. Gary Ireland provided additional details covering the past 5 years. A homeowner submitted the first request for a solar system to ARC in 2014, with subsequent applications to ARC in 2017 and 2018. The ARC initiated work on guidelines several years ago. The guidelines were updated and submitted to the WMHOA attorney for review.

SW advised that the WMHOA cannot reject or approve requests for solar system installations. Based on new guidelines, the ARC will only be able to cover compliance with the guidelines.

SW thanked the ARC Committee (Rob Osborne, Gary Ireland and Steven Hofman) for their work in developing comprehensive guidelines.

9. SW asked for Committee Reports. Reports are summarized below:

- a. **Architectural Review Committee (ARC):** Gary Ireland indicated 2 new requests were submitted since the last meeting and both were approved.
- b. **Clubhouse Library:** Doris Dopkin requested that residents withhold further donations until renovations to the clubhouse are completed.
- c. **Clubhouse Exercise Room:** Steve Walker and Sandy Bing explained the repairs to the universal machine and all equipment is functioning properly.
- d. **Clubhouse Facilities:** Carl Vannozzi stated all is well.
- e. **Clubhouse Fire Safety:** Carl Vannozzi reported the three-person check team is in place and performing safety reviews monthly.
- f. **Communications:** MaryAnne McManus described the project to develop a WM promotional leaflet for use by owners and real estate agents.
- g. **Sunshine Committee:** Carol Melillo reinforced her request to be notified when a communication on behalf of WM residents may be required.
- h. **Welcome Committee:** Mary McGarry reported one sale completed and two are pending.

- i. **Covenants:** Lou DeLauro – nothing to report
- j. **Disputes:** Jim King – nothing to report
- k. **Finance:** Lou DeLauro – nothing to report
- l. **Flag:** Bob Rushnak requested homeowners who are not on the Flag Committee leave flag management to the committee. He also requested a new volunteer to join the committee and cover the month of September.
- m. **Grounds:** Steve Walker covered the following:
 - BrightView placed daffodils at entrance to WM
 - Mowing and leaf clean-up will continue past Thanksgiving
 - SW requested a motion to authorize \$1809 for mulch, trees and stone for center island. AV made the motion and LD seconded. The motion was approved by unanimous voice vote.
 - SW requested a motion to authorize \$2000 for removal of two hazardous trees. VF made the motion and LD seconded. The motion was approved by unanimous voice vote.A resident requested that BrightView trim the bushes and plantings on the island at the intersection of Lexington and Buckingham. The board agreed to take the recommendation under advisement.
- n. **Recreation:** AV reported nothing planned for December.
- o. **Social:** Terry Reynolds reported on upcoming community events:
 - 11/25 Flower Arrangements
 - 12/4 Ladies Night Out at TJ's in Pennington
 - 12/8 WMHOA Holiday Party
 - Holiday Greeting Card Program
 - 12/12 Cookie Exchange
- p. **Pool:** AV stated winterizing of the pool and storage of furniture is complete. She added that a new cover may be required for the pool.

10. Other Business

AV advised that a member of the Book Club requested the program meetings be moved to the clubhouse.

Millie Rushnak reported the annual outing to see the Trenton Thunder is June 24, 2020. Kathy Jeronowitz gave an update on PennEast and their request for a hearing regarding access to property through the application of eminent domain was denied. PE has submitted the case to the Supreme Court.

11. SW adjourned the Board of Trustees meeting at 8:40 pm

Respectfully submitted,

Michael Swiatocha & Ann Vannozi
Co-Secretaries

WELLINGTON MANOR

BOARD Meeting

Monday, November 18, 2019

7:00 PM

Clubhouse

AGENDA

1. Call to Order (Steve)
2. Certification of the Presence of a Quorum (5 present) (Steve)
3. Approval of BOT meeting minutes from July 15, 2019 (Ann)
4. Financials
 - a. Reports as of September 30, 2019 (Lou)
 - b. 2020 Budget – (Steve)
5. Clubhouse Rejuvenation (Michael)
6. Pool (Ann)
 - a. Management Company
 - b. Pool upgrades
 - c. Clubhouse Railings
7. Solar (Gary)
8. Committee Reports (Valarie)
9. Other business
10. Adjourn (Steve)

Wellington Manor - HOA
Income / Expense Statement
 Period: September 1, 2019 to September 30, 2019

	Current Month			Year to Date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
Revenue							
HOA Assessment	0.00		0.00	238,050.00	238,050.00	0.00	317,400.00
Special Assessment			0.00	0.00	0.00	0.00	
Late Fees	0.00		0.00	150.00	0.00	150.00	
Capital Contribution	0.00	690.00	(690.00)	690.00	2,070.00	(1,380.00)	2,760.00
Prior Yr Operating Surplus	0.00		0.00	38,575.00	38,575.00	0.00	38,575.00
Bank Interest	158.11		158.11	2,064.43	0.00	2,064.43	
Misc Income	0.00		0.00	475.00	0.00	475.00	
TOTAL OPERATING REVENUE	158.11	690.00	(531.89)	270,059.43	269,401.00	1,309.43	358,735.00
Expenses							
Grounds							
Snow Removal/Ice Ctrl	0.00		0.00	26,454.68	65,920.00	39,465.32	82,400.00
Landscape (contract)	9,053.34	8,970.00	(83.34)	63,373.38	63,623.00	249.62	90,533.00
Landscape Rplc/Enhnc	0.00	2,500.00	2,500.00	7,015.38	5,000.00	(2,015.38)	5,000.00
Hazardous Tree Mtn	0.00	2,500.00	2,500.00	2,921.93	7,500.00	4,578.07	10,000.00
Other	0.00		0.00	0.00	0.00	0.00	0.00
Total Grounds	9,053.34	13,970.00	4,916.66	99,765.37	142,043.00	42,277.63	187,933.00
Clubhouse							
Mtn/Repair/Supply	0.00		0.00	2,255.15	4,000.00	1,744.85	5,000.00
Janitorial	1,513.16	333.33	(1,179.83)	2,627.74	3,000.01	372.27	4,000.00
Electric	732.25	990.00	257.75	4,573.02	5,200.00	626.98	6,600.00
Gas	35.77	50.00	14.23	1,304.22	1,750.00	445.78	2,400.00
Sewer/Water	826.45	775.00	(51.45)	1,783.15	2,325.00	541.85	3,100.00
Cable/Phone - Comcast	222.68	225.00	2.32	1,771.56	2,025.00	253.44	2,700.00
Miscellaneous	104.67	83.00	(21.67)	441.00	747.00	306.00	1,000.00
Total Clubhouse	3,434.98	2,456.33	(978.65)	14,755.84	19,047.01	4,291.17	24,800.00
Recreation							
Pool Contract	0.00	359.00	359.00	22,178.44	22,500.00	321.56	22,500.00
Maintenance	198.11	200.00	1.89	1,159.60	3,000.00	1,840.40	3,000.00
Social Committee	0.00		0.00	30.00	3,000.00	2,970.00	4,600.00
Recreation Committee	0.00			161.31	400.00		500.00
Total Pool	198.11	559.00	360.89	23,529.35	28,900.00	5,131.96	30,600.00
Administrative							
Legal Audit	440.00	625.00	185.00	3,073.60	5,625.00	2,551.40	7,500.00
Insurance	2,275.67	550.00	(1,725.67)	10,425.74	8,400.00	(2,025.74)	9,600.00
Contingency	0.00	2,000.00	2,000.00	0.00	5,000.00	5,000.00	6,000.00
Trash	3,037.36	1,520.00	(1,517.36)	15,169.01	13,680.00	(1,489.01)	18,240.00
Management Company	1,408.33	1,408.33	0.00	12,674.97	12,674.97	0.00	16,900.00
Supplies/Other	2,673.52	266.00	(2,407.52)	8,691.39	5,394.00	(3,297.39)	6,200.00
Total Admin	9,834.88	6,369.33	(3,465.55)	50,034.71	50,773.97	739.26	64,440.00
TOTAL OPERATING EXPENSE	22,521.31	23,354.66	833.35	188,085.27	240,763.98	52,440.02	307,773.00
Non-Operating Expense							
Reserve Allocation	0.00		0.00	26,097.00	26,097.75	0.75	34,797.00
Deferred Mtn Allocation	0.00		0.00	4,125.00	4,125.00	0.00	5,500.00
CIF Allocation	0.00		0.00	8,000.00	8,000.00	0.00	8,000.00
Snow Contingency			0.00	1,945.00	1,945.00	0.00	1,945.00
Other Non-Op	118.47	100.00	(18.47)	1,719.35	400.00	(1,319.35)	500.00
TOTAL NON-OPERATING EXPENSE	118.47	100.00	(18.47)	39,941.35	30,622.75	(1,318.60)	50,742.00
TOTAL EXPENSE	22,639.78	23,454.66	814.88	228,026.62	271,386.73	51,121.42	358,515.00
							<u>220.00</u>

WELLINGTON MANOR
HOMEOWNERS ASSOCIATION

ASSET LIST

Account Balances as of: October 31, 2019

OPERATING FUNDS

Operating -- Bank of Princeton - CK	133,036.19
SNOW CONTINGENCY -- Bank of Princeton - MM	<u>33,634.20</u>
Total Operating	<u>166,670.39</u>

DEFERRED MAINTENANCE -- Bank of Princeton - MM	31,965.80
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RESERVE FUNDS

First Bank CD's	206,281.59
Bank of Princeton - CD's	102,909.30
Bank of Princeton - MM	<u>63,481.78</u>
Total Reserves	<u>372,672.67</u>

COMMUNITY IMPROVEMENT FUND -- First Bank - CK	8,174.99
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UNASSIGNED

PennEast Settlement -- First Bank - MM	<u>40,805.11</u>
Net PennEast Settlement After Taxes	<u>40,805.11</u>

TOTAL BANKING	<u><u>620,288.96</u></u>
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Reserves

Money Market			
Beginning Balance	1/1/2019		<u>43,013.09</u>
Interest Earned	a/o 10/31		587.88
Deposits		26,097.25	From Operations
Withdrawals			
	5/24/2019	999.00	US Treasury - 2019 Tax Estimate
	6/4/2019	1,146.22	Loumarc Signs - Deposit - Entrance Signs
	6/7/2019	2,925.00	Jammer Doors - Activity Room Exterior Door
	7/15/2019	1,146.22	Loumarc Signs - Balance - Entrance Signs
			6,216.44
Ending Balance			<u>63,481.78</u>
CD's			
	<u>Open Bal</u>	<u>Interest</u>	<u>Current Bal</u>
BoP	50,494.06	1,216.13	51,710.19
BoP	50,000.00	1,199.11	51,199.11
FB	151,561.07	2,836.35	154,711.18
FB	50,520.36	945.46	51,570.41
	Total CD's	<u>6,197.05</u>	<u>309,190.89</u>
TOTAL RESERVES	10/31/2019		<u><u>372,672.67</u></u>

Deferred Maintenance

Beginning Balance	43466		31,067.23
Interest Earned	a/o 10/31		359.06
Deposits		4,125.00	From Operations
Withdrawals			
	43468	415.84	Merry Maids -RAC Benches
	43468	13.86	Merry Maids
	43613	2284.66	Cifelli Electric - Emergency Lighting
	43621	449.96	Merry Maids - Pool Furniture
	43728	421.17	Merry Maids - Island Benches
			3,585.49
Ending Balance	43769		<u>31,965.80</u>

Community Improvement Fund

Beginning Balance	43466	8,201.71	
Interest Earned	a/o 10/31	0.00	
Deposits			
	43537	131.66	
	43500	8000	From 2018 Surplus
		8,131.66	
Withdrawals			
	43504	1250	Madani Interiors - 50% of Clubhouse Contract
	43588	3198.76	American Pool - Automated Chlorinator
	43588	479.81	American Pool - Automated Chlorinator
	43728	479.81	Madani Interiors - 3D Rendering
	43728	1250	Madani Interiors - 50% of Clubhouse Contract
	43754	1500	8,158.38 Fortunato Architecture
Ending Balance	43769	<u>8,174.99</u>	

SNOW CONTINGENCY

Beginning Balance	43466	31,304.59	
Interest Earned	a/o 10/31	384.61	
Deposits		1,945.00	2/4/2019 From 2018 Surplus
Ending Balance	43769	<u>33,634.20</u>	

PennEast Funds

Beginning Balance	43466	53,549.13	
Interest Earned	a/o 10/31	38.98	
Deposits			
Withdrawals			
	43592	12783	US Treasury
		12,783.00	
Ending Balance	43769	<u>40,805.11</u>	

Revenue and Expense
As of: 09/31/2019 PROJECTED THROUGH 12/31/2019

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected			Surplus/(DEF)	
Revenue																
HOA Assessment	79,350	0	0	79,350	0	0	79,350	0	0	79,350	0	0	317,400	317,400	0	
Special Assessment																
Late Fees	50	25	25	0	75	(50)	25	0	0	0	0	0	150	150	150	
Capital Contribution	0	0	0	0	0	690	0	0	0	0	0	690	1,380	2,760	(1,380)	
Prior Year Operating Surplus	38,575	0	0	0	0	0	0	0	0	0	0	0	38,575	38,575	0	
Bank Interest	553	0	666	139	142	121	149	136	158	0	0	0	2,064	2,064	2,064	
Misc Income	0	25	75	300	0	0	75	0	0	0	0	0	475	475	475	
TOTAL OPERATING REVENUE	118,528	50	766	79,789	217	761	79,599	136	158	79,350	0	690	360,044	358,735	1,309	
Expenses																
Grounds																
Snow Removal/Ice Ctrl	0	3,119	23,336	0	0	0	0	0	0	0	0	16,480	42,935	82,400	39,465	
Landscape (contract)	0	0	9,053	9,053	9,053	9,053	9,053	9,053	9,053	9,053	9,053	9,053	90,533	90,533	(0)	
Landscape Rplc/Enhnc	84	0	0	0	0	6,931	0	0	0	750	2,000	0	9,765	5,000	(4,765)	
Hazardous Tree Mtn	0	0	0	0	0	2,395	0	527	0	9,000	2,000	0	13,922	10,000	(3,922)	
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Grounds	84	3,119	32,389	9,053	9,053	18,380	9,053	9,580	9,053	18,803	13,053	25,533	157,155	187,933	30,778	
Clubhouse																
Mtn/Repair/Supply	70	139	315	272	0	50	585	825	0	1,000	1,000	0	4,255	5,000	745	
Janitorial	124	248	0	495	124	0	124	0	1,513	333	333	333	3,628	4,000	372	
Electric	0	403	168	622	400	586	811	850	732	600	400	400	5,973	6,600	627	
Gas	0	378	403	290	84	46	33	34	36	50	250	350	1,954	2,400	446	
Sewer/Water	0	0	320	0	0	637	0	0	826	0	0	775	2,558	3,100	542	
Cable/Phone - Comcast	220	0	440	222	0	222	445	0	223	225	225	225	2,447	2,700	253	
Miscellaneous	28	28	28	28	134	30	30	30	105	83	83	87	694	1,000	306	
Total Clubhouse	442	1,196	1,673	1,929	742	1,571	2,028	1,740	3,435	2,291	2,291	2,170	21,509	24,800	3,291	
Recreation																
Pool Contract	0	0	0	3,066	5,385	415	0	13,312	0	0	0	0	22,178	22,500	322	
Maintenance	0	0	0	98	618	0	245	0	198	0	0	0	1,160	3,000	1,840	
Social Committee	0	0	0	0	0	30	0	0	0	1,000	2,000	2,000	3,030	4,600	1,570	
Recreation Committee	0	0	30	0	0	0	131	0	0	100	0	0	261	500	239	
Total Pool	0	0	30	3,164	6,003	445	377	13,312	198	1,100	0	2,000	26,629	30,600	3,971	
Administrative																
Legal Audit	0	230	411	605	1,333	55	0	0	440	1,400	625	625	5,724	7,500	1,776	
Insurance	3,809	571	571	571	0	0	0	2,628	2,276	550	650	(2,000)	9,626	9,600	(26)	
Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0	6,000	6,000	
Trash	3,040	1,520	(23)	3,038	0	0	3,037	1,519	3,037	0	1,520	1,520	18,209	18,240	31	
Management Company	1,408	1,408	1,408	1,408	1,408	1,408	1,408	1,408	1,408	1,408	1,408	1,408	16,900	16,900	0	
Supplies/Other	304	1,691	75	923	720	1,692	554	60	2,554	266	274	274	9,377	6,200	(3,177)	
Total Admin	8,562	5,420	2,442	6,546	3,460	3,155	4,999	5,615	9,715	3,624	4,469	1,827	59,836	64,440	4,604	
TOTAL OPERATING EXPENSE	9,088	9,735	36,535	20,692	19,259	23,551	16,458	30,247	22,401	25,819	19,814	31,531	265,129	307,773	42,644	
Non-Operating Expense																

Revenue and Expense

As of: 09/31/2019 PROJECTED THROUGH 12/31/2019

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Reserve Allocation	8,699	0	0	8,699	0	0	8,699	0	0	8,699			34,796	34,797	1
Deferred Mtn Allocation	1,375	0	0	1,375	0	0	1,375	0	0	1,375			5,500	5,500	0
CIF Allocation	8,000	0	0	0	0	0	0	0	0				8,000	8,000	0
Snow Contingency	1,945												1,945	1,945	0
Other Non-Op	516	0	594	98	103	85	107	98	118			100	1,819	500	(1,319)
TOTAL NON-OPERATING EXPENSE	20,535	0	594	10,172	103	85	10,181	98	118	10,074	0	100	52,061	50,742	(1,319)

TOTAL EXPENSE	29,623	9,735	37,129	30,864	19,362	23,636	26,639	30,345	22,520	35,893	19,814	31,631	317,190	358,515	41,325
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NET SURPLUS/(DEFICIT)

42,855

NET SURPLUS/(DEFICIT)

**WM HOA
2020 BUDGET**

2020 Projected Budget		2,019	2,020	Diff		Notes																		
Revenue																								
HOA Assessment (Dues @ \$690/Qtr)		317,400	317,400	0		++ = Increased E = Estimate																		
Special Assessment																								
Late Fees																								
Capital Contribution (\$690 per home sold)		2,760	2,760	0																				
Prior Year Operating Surplus		38,875	42,855	3,980	E																			
Bank Interest			0																					
Misc Income																								
TOTAL OPERATING REVENUE		359,035	363,015	3,980																				
Expenses																								
Grounds																								
Snow Removal/Ice Ctrl	CTRT	82,400	85,000	(2,600)	++	<table border="1"> <tr> <td>38,575</td> <td>Surplus 2018</td> </tr> <tr> <td>28,630</td> <td>to 2019 Ops</td> </tr> <tr> <td>8,000</td> <td>To CIF</td> </tr> <tr> <td>1,945</td> <td>To Snow</td> </tr> <tr> <td>38,575</td> <td></td> </tr> <tr> <td>42,855</td> <td>Surplus 2019</td> </tr> <tr> <td>33,122</td> <td>to 2020 Ops</td> </tr> <tr> <td>9,733</td> <td>To TBD</td> </tr> <tr> <td>42,855</td> <td></td> </tr> </table>	38,575	Surplus 2018	28,630	to 2019 Ops	8,000	To CIF	1,945	To Snow	38,575		42,855	Surplus 2019	33,122	to 2020 Ops	9,733	To TBD	42,855	
38,575	Surplus 2018																							
28,630	to 2019 Ops																							
8,000	To CIF																							
1,945	To Snow																							
38,575																								
42,855	Surplus 2019																							
33,122	to 2020 Ops																							
9,733	To TBD																							
42,855																								
Landscape (contract)	CTRT	90,533	92,500	(1,967)	++																			
Landscape Rplc/Enhnc		5,000	5,000	0																				
Hazardous Tree Mtn		10,000	10,000	0																				
Other																								
Total Grounds		187,933	192,500	(4,567)																				
Clubhouse																								
Mtn/Repair/Supply		5,000	5,000	0																				
Janitorial		4,000	4,000	0																				
Electric		6,600	6,600	0																				
Gas		2,400	2,400	0																				
Sewer/Water		3,100	3,100	0																				
Cable/Phone - Comcast		2,700	2,760	(60)	++																			
Miscellaneous		1,000	1,000	0																				
Total Clubhouse		24,800	24,860	(60)																				
Recreation																								
Pool Contract	CTRT	22,500	25,925	(3,425)	++																			
Maintenance		3,000	3,000	0																				
Social Committee		4,600	4,600	0																				
Recreation Committee		500	500	0																				
Total Recreation		30,600	34,025	(3,425)																				
Administrative																								
Legal Audit		7,500	5,000	2,500																				
Insurance		9,600	12,000	(2,400)	++																			
Contingency		6,000	4,000	2,000																				
Trash	CTRT	18,240	20,000	(1,760)	++																			
Management Company	CTRT	16,900	16,900	0																				
Supplies/Other		6,200	3,200	3,000		2019 = \$3,000 RES study																		
Total Admin		64,440	61,100	3,340																				
TOTAL OPERATING EXPENSE		307,773	312,485	(4,712)																				
Non-Operating Expense																								
Reserve Allocation		34,797	34,797	0																				
Deferred Mtn Allocation		5,500	5,500	0																				
CIF Allocation		8,000	9,733	(1,733)																				
Snow Contingency		1,945		1,945																				
Other Non-Op		500	500	0																				
TOTAL NON-OPERATING EXPENSE		50,742	50,530	212																				
TOTAL EXPENSE		358,515	363,015	(4,500)																				
Surplus/(Deficit)		520	0	520																				