

	Operating	Total
<b>Assets</b>		
<b>CASH - OPERATING</b>		
SouthState Bank - Operating Acct	\$33,897.24	\$33,897.24
<b>Total: CASH - OPERATING</b>	<b>\$33,897.24</b>	<b>\$33,897.24</b>
<b>Total: Assets</b>	<b>\$33,897.24</b>	<b>\$33,897.24</b>
<b>Liabilities &amp; Equity</b>		
<b>CURRENT LIABILITIES - OPERATING</b>		
Prepaid Assessment	\$876.24	\$876.24
<b>Total: CURRENT LIABILITIES - OPERATING</b>	<b>\$876.24</b>	<b>\$876.24</b>
<b>EQUITY - OPERATING</b>		
Retained Earnings - Operating	\$57,123.50	\$57,123.50
<b>Total: EQUITY - OPERATING</b>	<b>\$57,123.50</b>	<b>\$57,123.50</b>
Net Income Gain/Loss	(\$24,102.50)	(\$24,102.50)
<b>Total: Liabilities &amp; Equity</b>	<b>\$33,897.24</b>	<b>\$33,897.24</b>

Description	Current Period			Year-to-date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>OPERATING INCOME</b>							
<b>ASSESSMENT INCOME</b>							
4000-00 Assessment General	\$388.70	\$-	\$388.70	\$64,312.90	\$59,700.00	\$4,612.90	\$59,700.00
<b>Total ASSESSMENT INCOME</b>	<b>\$388.70</b>	<b>\$-</b>	<b>\$388.70</b>	<b>\$64,312.90</b>	<b>\$59,700.00</b>	<b>\$4,612.90</b>	<b>\$59,700.00</b>
<b>OTHER INCOME</b>							
4580-00 Insurance Claim Proceeds	-	-	-	750.00	-	750.00	-
4600-00 Delinquent Fee Income	100.00	-	100.00	3,225.96	-	3,225.96	-
4610-00 Violation Fee Income	200.00	-	200.00	275.00	-	275.00	-
4801-00 Mgmt Admin Fee - Delinquency	90.00	-	90.00	940.00	-	940.00	-
4802-00 Mgmt Admin Fee - Collections	100.00	-	100.00	300.00	-	300.00	-
<b>Total OTHER INCOME</b>	<b>\$490.00</b>	<b>\$-</b>	<b>\$490.00</b>	<b>\$5,490.96</b>	<b>\$-</b>	<b>\$5,490.96</b>	<b>\$-</b>
<b>Total OPERATING INCOME</b>	<b>\$878.70</b>	<b>\$-</b>	<b>\$878.70</b>	<b>\$69,803.86</b>	<b>\$59,700.00</b>	<b>\$10,103.86</b>	<b>\$59,700.00</b>
<b>OPERATING EXPENSE</b>							
<b>ADMINISTRATIVE EXPENSES</b>							
5000-00 Mgmt Contract	1,195.00	1,195.00	-	11,950.00	11,950.00	-	14,340.00
5001-00 Mgmt Misc	-	-	-	1,135.00	995.00	(140.00)	995.00
5005-00 Office Supplies/Expense	-	-	-	461.11	-	(461.11)	-
5006-00 Mgmt Admin Fees	320.00	-	(320.00)	1,040.00	-	(1,040.00)	-
5010-00 Mailings	49.43	97.08	47.65	1,710.27	970.84	(739.43)	1,165.00
5020-00 Printing	-	-	-	61.84	-	(61.84)	-
<b>Total ADMINISTRATIVE EXPENSES</b>	<b>\$1,564.43</b>	<b>\$1,292.08</b>	<b>(\$272.35)</b>	<b>\$16,358.22</b>	<b>\$13,915.84</b>	<b>(\$2,442.38)</b>	<b>\$16,500.00</b>
<b>OTHER ADMINISTRATIVE</b>							
5050-00 Taxes & Fees	-	-	-	406.96	100.00	(306.96)	100.00
5060-00 Licenses/Permits/Fees	-	-	-	25.00	-	(25.00)	-
5081-00 Meeting Expense	-	166.67	166.67	1,027.50	1,666.66	639.16	2,000.00
5087-00 Social/Activities Expense	-	-	-	129.14	-	(129.14)	-
5170-00 Website Expenses	-	29.17	29.17	309.21	291.66	(17.55)	350.00
<b>Total OTHER ADMINISTRATIVE</b>	<b>\$-</b>	<b>\$195.84</b>	<b>\$195.84</b>	<b>\$1,897.81</b>	<b>\$2,058.32</b>	<b>\$160.51</b>	<b>\$2,450.00</b>
<b>INSURANCE EXPENSES</b>							
5045-00 Insurance Expense	86.59	75.00	(11.59)	86.59	750.00	663.41	900.00
<b>Total INSURANCE EXPENSES</b>	<b>\$86.59</b>	<b>\$75.00</b>	<b>(\$11.59)</b>	<b>\$86.59</b>	<b>\$750.00</b>	<b>\$663.41</b>	<b>\$900.00</b>
<b>PROFESSIONAL EXPENSES</b>							
5100-00 Legal General	-	333.33	333.33	725.00	3,333.34	2,608.34	4,000.00
5152-00 Audit/Tax Preparation	-	-	-	225.00	250.00	25.00	250.00
<b>Total PROFESSIONAL EXPENSES</b>	<b>\$-</b>	<b>\$333.33</b>	<b>\$333.33</b>	<b>\$950.00</b>	<b>\$3,583.34</b>	<b>\$2,633.34</b>	<b>\$4,250.00</b>
<b>UTILITIES</b>							
5500-00 Electricity	288.00	100.00	(188.00)	1,902.00	1,000.00	(902.00)	1,200.00
<b>Total UTILITIES</b>	<b>\$288.00</b>	<b>\$100.00</b>	<b>(\$188.00)</b>	<b>\$1,902.00</b>	<b>\$1,000.00</b>	<b>(\$902.00)</b>	<b>\$1,200.00</b>
<b>LANDSCAPE EXPENSES</b>							
5400-00 Landscape/Grounds Contract	4,955.50	1,666.67	(3,288.83)	17,891.74	16,666.66	(1,225.08)	20,000.00
5420-00 Landscape Other	2,240.00	666.67	(1,573.33)	2,697.88	6,666.66	3,968.78	8,000.00
5425-00 Landscape Replace / Improvement	-	-	-	2,419.49	-	(2,419.49)	-
6000-00 Lake/Pond Maintenance	-	333.33	333.33	48,260.08	3,333.34	(44,926.74)	4,000.00
<b>Total LANDSCAPE EXPENSES</b>	<b>\$7,195.50</b>	<b>\$2,666.67</b>	<b>(\$4,528.83)</b>	<b>\$71,269.19</b>	<b>\$26,666.66</b>	<b>(\$44,602.53)</b>	<b>\$32,000.00</b>

Description	Current Period			Year-to-date			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>MAINTENANCE/REPAIRS</b>							
5752-00 General Maintenance / Repair	\$-	\$166.67	\$166.67	\$392.55	\$1,666.66	\$1,274.11	\$2,000.00
6763-00 Fountain Maintenance / Repair	1,050.00	-	(1,050.00)	1,050.00	-	(1,050.00)	-
<b>Total MAINTENANCE/REPAIRS</b>	<b>\$1,050.00</b>	<b>\$166.67</b>	<b>(\$883.33)</b>	<b>\$1,442.55</b>	<b>\$1,666.66</b>	<b>\$224.11</b>	<b>\$2,000.00</b>
<b>Total OPERATING EXPENSE</b>	<b>\$10,184.52</b>	<b>\$4,829.59</b>	<b>(\$5,354.93)</b>	<b>\$93,906.36</b>	<b>\$49,640.82</b>	<b>(\$44,265.54)</b>	<b>\$59,300.00</b>
<b>Net Income:</b>	<b>(\$9,305.82)</b>	<b>(\$4,829.59)</b>	<b>(\$4,476.23)</b>	<b>(\$24,102.50)</b>	<b>\$10,059.18</b>	<b>(\$34,161.68)</b>	<b>\$400.00</b>

Date Printed Printed By	Vendor Name Check Description	Address	Check Number	Amount
<b>SouthState Bank- Operating 2281: ***2281</b>			<b>Current Balance:</b>	<b>\$33,909.74</b>
10/4/23 6:21 am	AQUA DOC Lake & Pond Management Payment - Invoice No: 090123-7283	255 Enterprise Pkwy Lewis Center, OH 43035	100012	\$525.00
10/4/23 6:21 am	EMSI Inc Payment - Invoice No: IN40341	8220 Industrial Parkway Plain City, OH 43064	100013	\$2,763.62
10/4/23 6:21 am	Jackson Brandel Payment - Invoice No: 092123-	891 Selkirk Way Pickerington, OH 43147	100014	\$2,240.00
10/5/23 6:33 am	American Family Insurance Payment - Invoice No: 20231004-	PO BOX 1148 NEWARK, NJ 07101-1148	300005	\$86.59
10/5/23 6:33 am	AQUA DOC Lake & Pond Management Payment - Invoice No: 1033911	255 Enterprise Pkwy Lewis Center, OH 43035	100015	\$525.00
10/7/23 6:06 am	South Central Power Company Payment - Invoice No: 20231009-376530	PO BOX 182058 COLUMBUS, OH 43218-2058	300006	\$288.00
10/14/23 6:02 am	EMSI Inc Payment - Invoice No: IN41553	8220 Industrial Parkway Plain City, OH 43064	100016	\$2,191.88
<b>SouthState Bank- Operating 2281: ***2281 Total Check Amount Printed</b>				<b>\$8,620.09</b>
<b>Melrose HOA Total Check(s) &amp; Amount Printed</b>			<b>7</b>	<b>\$8,620.09</b>



P.O. Box 175  
 Dublin, OH 43017-0175  
 (614) 876-9988  
 info@landscapepros.com

# Invoice

#IN40341

08/31/2023

**Client**

Accounts Payable  
 PMI Scioto Metro  
 Attn: Adrian Birchler  
 1201 Dublin Rd, Ste 607  
 Columbus OH 43215  
 United States

**Project**

Melrose HOA  
 891 Selkirk Way  
 Pickerington OH 43147  
 United States

Terms	Due Date	PO #	Project	Shipping Method
Net 30	09/30/2023		107318	

Item	Quantity	UOM	Price	Total
Mowing Primary Service Dates: 08/02/2023 (1) 08/11/2023 (1) 08/18/2023 (1) 08/29/2023 (1)	4	EA	\$396.02	\$1,584.08
Bed Maintenance & Curb Line Care Service Dates: 08/02/2023 (1) 08/11/2023 (1) 08/18/2023 (1) 08/29/2023 (1)	4	EA	\$40.80	\$163.20
Summer Application Service Dates: 08/04/2023 (1)	1	EA	\$586.59	\$586.59
Summer Shear Pruning Service Dates: 08/21/2023 (1)	1	EA	\$255.00	\$255.00

<b>Subtotal</b>	\$2,588.87
<b>Tax Total (6.75%)</b>	\$174.75
<b>Total</b>	\$2,763.62





# Invoice

#IN41553

P.O. Box 175  
 Dublin, OH 43017-0175  
 (614) 876-9988  
 info@landscapepros.com

09/29/2023

**Client**

Accounts Payable  
 PMI Scioto Metro  
 Attn: Adrian Birchler  
 1201 Dublin Rd, Ste 607  
 Columbus OH 43215  
 United States

**Project**

Melrose HOA  
 891 Selkirk Way  
 Pickerington OH 43147  
 United States

Terms	Due Date	PO #	Project	Shipping Method
Net 30	10/29/2023		107318	

Item	Quantity	UOM	Price	Total
Mowing Primary Service Dates: 09/08/2023 (1) 09/14/2023 (1) 09/19/2023 (1) 09/25/2023 (1)	4	EA	\$396.02	\$1,584.08
Bed Maintenance & Curb Line Care Service Dates: 09/08/2023 (1) 09/14/2023 (1) 09/19/2023 (1) 09/25/2023 (1)	4	EA	\$40.80	\$163.20
Fall Shear Pruning Service Dates: 09/26/2023 (1)	1	EA	\$306.00	\$306.00

<b>Subtotal</b>	\$2,053.28
<b>Tax Total (6.75%)</b>	\$138.60
<b>Total</b>	\$2,191.88



IN41553

# PROPOSAL

<http://www.aquadocinc.com>

09/01/23

17283

**AQUA DOC - Columbus**  
(614)506-4166 (800)689-5253  
FAX: (855)286-1300

service address  
Melrose HOA  
742 McLeod Park  
Pickerington OH, 43147

Total Amount \$525.00

Bus. (614)581-7043

## Fall/Spring Service

Removal of your fountain(s) includes:

1. Removal from pond in Fall 2023.
2. Pressure wash and inspect fountain(s).
3. Visual inspection and bench diagnostic systems check of most core components. Should any maintenance issues be discovered, AQUA DOC will contact you for approval of any needed repairs.
4. Storage in our heated warehouse facility.
5. Reinstallation in your pond Spring, 2024.

\*Additional charges may apply for parts and labor, such as anchor replacement.

\*Internal cleaning needed and included on any Airmax Eco-Series fountain(s).

**\*\*TO SCHEDULE REMOVAL OF YOUR FOUNTAIN(S), PLEASE RETURN THE SIGNED PROPOSAL ALONG WITH FULL PAYMENT UPON RECEIPT\*\* AFTER NOVEMBER 30th ADDITIONAL CHARGES WILL APPLY.**

This program will renew annually each calendar year. You will be notified of any price increase prior to the new season, if applicable.

Initial here to opt in to annual renewal *job 10.3.23*

A new contract will need to be signed each season if you decline the annual renewal.

002FSC Service Charge-Columbus Fountain  
1 LakeSeries Fountain with Lights

1 each

525.00

525.00

**AQUA DOC - Columbus**  
255 Enterprise Dr  
Lewis Center, Ohio 43035

### Bill To Address

PMI Scioto Metro - c/o Melrose HOA  
PO BOX 36854  
Charlotte NC 28236

<http://www.aquadocinc.com>

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified.

Payment will be made as outlined above.

Date of Acceptance: 10.3.23

Printed Name: Jackson Brandel

Signature: Jackson Brandel

Job # 2300796

Customer # 17283



**AQUA DOC - Columbus**  
255 Enterprise Dr  
Lewis Center, Ohio 43035

TOTAL AMOUNT

**\$525.00**

Printed 09/01/23

All materials are guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

# Invoice

Customer #: 17283  
Invoice #: 1033911  
Printed: 9/28/2023

**AQUA DOC - Columbus**  
(614) 506-4166 (800) 689-5253

Service Address  
Melrose HOA  
Attention: Jackson Brandel  
742 McLeod Park  
Pickerington, OH 43147  
**Bus.**

Res. (614) 581-7043

PO #:

October 2023 Charge

10/1/2023

\$525.00

\$0.00

\$525.00

FOUNTAIN WINTER PROTECTION PROGRAM

**AQUA DOC - Columbus**

255 Enterprise Dr  
Lewis Center, Ohio 43035

*Bill To Address*

PMI Scioto Metro  
c/o Melrose HOA  
PO BOX 36854  
Charlotte, NC 28236

PLEASE INDICATE PAYMENT AMOUNT & CHECK NUMBER

	CHECK NO.

Charge My:  AMERICAN EXPRESS  DISCOVER  MasterCard  VISA Exp: \_\_\_/\_\_\_/\_\_\_

Card #: \_\_\_\_\_

Signature: \_\_\_\_\_ Security Code: \_\_\_\_\_

Invoice #: 1033911



Cust # 17283

**AQUA DOC - Columbus**

255 Enterprise Dr  
Lewis Center, Ohio 43035

Please Remit: **\$525.00**

Printed: 9/28/2023





Invoice Number	1466
Invoice Date	10/01/2023

PMI Scioto Metro  
 1201 Dublin Rd  
 Suite 607  
 Columbus, OH 43215

Melrose HOA  
 c/o PMI Scioto Metro  
 PO Box 367  
 Wheaton, IL 60187

Date	Description	Quantity	Unit Cost	Total Charge	Tax - 0.00 %	Total Cost
<b>Administrative</b>						
09/20/2023	Admin Fee - Delinquency Handling - Account - MH016	1.00	\$10.00	\$60.00	\$0.00	\$60.00
09/26/2023	Admin Fee - Collections Filing - Account - MH192	1.00	\$100.00	\$100.00	\$0.00	\$100.00
09/28/2023	Admin Fee - Collections Filing - Account - MH083	1.00	\$100.00	\$100.00	\$0.00	\$100.00
09/26/2023	Admin Fee - Delinquency Handling - Account - MH192	1.00	\$10.00	\$30.00	\$0.00	\$30.00
09/28/2023	Admin Fee - Delinquency Handling - Account - MH083	1.00	\$10.00	\$30.00	\$0.00	\$30.00
<b>Administrative Total</b>				<b>\$320.00</b>	<b>\$0.00</b>	<b>\$320.00</b>
<b>Reimbursement</b>						
10/01/2023	Reimburse - Payments - Check Mailings	3.00	\$1.25	\$3.75	\$0.00	\$3.75
10/01/2023	Reimburse - CINC Mailings - Standard Mailings	47.00	\$0.00	\$45.68	\$0.00	\$45.68
<b>Reimbursement Total</b>				<b>\$49.43</b>	<b>\$0.00</b>	<b>\$49.43</b>
<b>MH - Melrose HOA Total</b>				<b>\$369.43</b>	<b>\$0.00</b>	<b>\$369.43</b>



Invoice Number	1480
Invoice Date	10/01/2023

PMI Scioto Metro  
 1201 Dublin Rd  
 Suite 607  
 Columbus, OH 43215

Melrose HOA  
 c/o PMI Scioto Metro  
 PO Box 367  
 Wheaton, IL 60187

Date	Description	Quantity	Unit Cost	Total Charge	Tax - 0.00 %	Total Cost
<b>Management Fee (Monthly Fee)</b>						
10/01/2023	Monthly Fee	1.00	\$1,195.00	\$1,195.00	\$0.00	\$1,195.00
<b>Management Fee (Monthly Fee) Total</b>				<b>\$1,195.00</b>	<b>\$0.00</b>	<b>\$1,195.00</b>
<b>MH - Melrose HOA Total</b>				<b>\$1,195.00</b>	<b>\$0.00</b>	<b>\$1,195.00</b>



Hello Adrian,

Your payment has been processed. Here are the details:

**Payment Date:** 10/2/2023

**Confirmation Number:** 000000027951bbp

**Payment Method:** MH Operating

**Total Payment Amount:** \$86.59

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**Account Number (Name)**â€¢â€¢â€¢â€¢â€¢â€¢â€¢**Payment Amount**

661-697-410-34â€¢â€¢â€¢â€¢â€¢â€¢â€¢â€¢Â Â Â Â Â Â Â Â \$86.59

(Melrose HOA)