



# Waters Landing Association, Inc.

20000 Father Hurley Blvd. • Germantown, MD 20874 • 301-972-3681 • [www.waterslanding.org](http://www.waterslanding.org)

November 2022

## Dear Lakeforest MEMBER:

Attached for your review are copies of the **General Association and Neighborhood Operating** budgets. Please review this material and feel free to address any comments or questions you may have to the Board of Directors. Attached for your review are copies of your neighborhood budget. Please review this material and feel free to address any comments or questions you may have to the Board of Directors. Your comments may be made at the Board of Directors meeting, scheduled for December 31, 2022 at 11:00 a.m. via Zoom. Details will be posted to the Association website.

**The 2023 assessment will remain the same and will be \$53.00 per month** and accommodates costs in the general administrative budget for contracts and maintenance in the general association; as well as to accommodate neighborhood expenses.

Accumulated reserves and any 2022 year-end surplus or deficit will carry forward into the next year and stay within the neighborhood's account.

### **GENERAL ASSOCIATION OPERATIONS**

This section of the Budget provides for the operation, maintenance, management and reserve funding of the General Association. Services provided under the General Association operations are provided on behalf of all residents in the community as distinct from "neighborhood" operations, which benefit only those members of a particular neighborhood.

This includes general management and administration of the Association for the Board of Directors, the Architectural & Environmental Review Committee (AERC), and Neighborhood Advisory Councils (NACs) under the basic categories of General & Administrative (G&A), Community Center (CC), Pools, Site Improvement Projects, Maintenance, and Contract Maintenance.

The amount of the General Assessment is included in the total monthly assessment for your neighborhood, and is reflected in the final assessment amount shown on the Neighborhood Budget.

### **NEIGHBORHOOD OPERATIONS**

Single-family neighborhood operations include neighborhood common ground maintenance, including tree maintenance, and contract services including trash collection & common ground landscape maintenance.

*Note: Sidewalk and roadway maintenance, and snow removal in single family neighborhoods is performed by Montgomery County.*

Owning a unit in Waters Landing automatically makes you a member of both Waters Landing and the Churchill Foundation, which owns and maintains Lake Churchill. The Association collects from its members the monthly Foundation fee (\$3.75 p.u.p.m.) and passes it directly to the Foundation. The Foundation sends separate correspondence on their budget and operations.

For the Board of Directors

Sincerely,  
Kristin Czarick, CMCA, AMS  
General Manager

Enclosures

***YOUR MONTHLY ASSESSMENT CAN BE FOUND AT THE TOP OF YOUR NEIGHBORHOOD BUDGET.***

General Association  
(INCLUDED IN YOUR ASSESSMENT)

	2023 budget	2022 forecast	2022 ytd (08/31/2022)	2022 budget	2021 ytd (12/31/2021)	2020 ytd (12/31/2020)
<b>Residential Assessments</b>						
40725 Apartment	302,374			264,520		
40000 Condominium	410,357			410,300		
40575 Single Family	270,911			270,965		
40001 Townhome	437,315			437,401		
<b>Total Assessments</b>	1,420,956			1,383,186		
<b>Other Income</b>						
42645 Community Center Rentals	8,500	5,059	2,223	8,500	3,350	450
43000 Late Fee	15,000	11,458	6,458	15,000	33,400	8,851
43075 Legal Fees	15,000	25,960	20,960	15,000	30,799	9,383
43430 Pool Guest Fees	90	0	0	90	20	0
43605 Resale packages	10,000	8,181	5,845	7,000	11,110	10,642
44145 Interest	27,000	23,524	14,524	27,000	18,178	49,530
44285 Prior yr excess/loss	135,000	100,000	66,664	100,000	42,147	50,000
Newsletter Advertising	0	0	0	0		
<b>Total Other Income</b>	210,590	174,182	116,674	172,590	139,004	128,856
<b>GROSS INCOME TOTAL</b>	1,631,546			1,555,776		
<b>Adjustments</b>						
77000 Less Reserve Assessment	185,000	185,000	123,336	185,000		
<b>TOTAL INCOME</b>	1,446,546			1,370,776		
<b>EXPENSES</b>						
<b>COMMUNITY CENTER</b>						
70215 Building Maintenance & Repairs	15,000	23,099	14,763	25,000	28,880	27,497
70220 Building Improvements	2,500	836	0	2,500	0	
70225 Equipment Maint. & Repairs	500	164		500	0	0
72310 Electric	10,800	20,028	16,428	10,800	7,772	16,600
72400 Electric Light - Poles	1,500	1,236	736	1,500	931	1,172
72405 Water & Sewer	1,250	694	276	1,250	758	0
FOG Box *	5,400	X	X	X	X	
Cleaning *	14,000	X	X	X	X	
Light Replacement, Interior *	2,000	X	X	X	X	
Light Replacement, Exterior *	2,000	X	X	X	X	
Total Community Center	54,950	46,057	32,203	41,550	38,341	45,269
<b>POOLS</b>						
73502 Pool Operations & Management	145,000	156,315	132,150	145,000	119,865	114,407
73536 Pool Furniture	10,000	0	0	10,000	0	0

**General Association  
(INCLUDED IN YOUR ASSESSMENT)**

	2023 budget	2022 forecast	2022 ytd (08/31/2022)	2022 budget	2021 ytd (12/31/2021)	2020 ytd (12/31/2020)
73548 Coach Salaries	6,500	6,500	0	6,500	13,770	583
Total Operations & Management	161,500	162,815	132,150	161,500	133,635	114,990
<b>POOL A</b>						
73520 Electric - Pool A	10,000	11,026	7,690	10,000	6,425	105
73576 Repairs - Pool A	7,000	7,349	5,013	7,000	1,849	7,859
73596 Supplies - Pool A	5,500	2,970	1,134	5,500	0	4,038
73600 Telephone - Pool A	200	64	0	200	0	0
73606 Water & Sewer - Pool A ****	10,000	3,336	0	10,000	22,272	21,834
Total Pool A	32,700	24,745	13,837	32,700	30,546	33,836
<b>POOL B</b>						
73542 Electric Pool B	10,000	9,090	5,754	10,000	6,986	1,142
73578 Repairs Pool B	7,000	3,226	890	7,000	350	5,590
73594 Telephone - Pool B	200	323	259	200	0	115
73598 Supplies - Pool B	4,000	1,336	0	4,000	0	2,681
74162 Water & Sewer - Pool B	10,000	3,814	478	10,000	6,592	4,044
Total Pool B	31,200	17,789	7,381	31,200	13,928	13,572
<b>TOTAL POOLS</b>	<b>225,400</b>	<b>205,349</b>	<b>153,368</b>	<b>225,400</b>	<b>178,109</b>	<b>162,398</b>
<b>REC ADMIN EXPENSES</b>						
52235 REC Postage	500	164	0	500	0	0
52240 REC Prntng Etc	9,500	3,164	0	9,500	2,851	0
Total Rec Admin	10,000	3,328	0	10,000	2,851	0
<b>TOTAL REC</b>	<b>290,350</b>	<b>254,734</b>	<b>185,571</b>	<b>276,950</b>	<b>219,301</b>	<b>207,667</b>
<b>MAINTENANCE</b>						
64120 Site Maintenance	30,000	77,700	51,036	80,000	64,731	75,919
65700 Tree Maintenance	70,000	36,346	51,036	70,000	20,700	31,800
67805 Rec Center A	1,500	500	0	1,500	2,000	3,367
67815 Rec Center B	1,500	725	225	1,500	1,050	1,419
Dog Stations **	25,000	X	X	X	X	
Grounds Clean Up **	35,000	X	X	X	X	
Tot Lot Trash Removal **	16,250	X	X	X	X	
Storm Drain Clean Out **	5,000	X	X	X	X	
Stormwater System Maint	0		0	0	0	0
Equipment	750	246	0	750	0	0
Vehicle	500	582	0	1,750	0	500
XXXX Roadway Maintenance	500	164	0	500	0	0
Total Maintenance	186,000	116,263	102,297	156,000	88,481	113,005

General Association  
(INCLUDED IN YOUR ASSESSMENT)

	2023 budget	2022 forecast	2022 ytd (08/31/2022)	2022 budget	2021 ytd (12/31/2021)	2020 ytd (12/31/2020)
<b>CONTRACTS</b>						
61050 Trash Removal	0	0	0	0	0	0
62020 Lawn Maintenance	81,422	82,949	50,379	81,422	79,889	75,939
62100 Snow Removal	23,200	18,804	13,004	23,200	16,059	3,447
Total Contracts	104,622	101,753	63,383	104,622	95,948	79,386
<b>GENERAL &amp; ADMINISTRATIVE</b>						
Salaries/On-Site Management ***	222,000	203,865	130,195	221,100	196,434	173,887
50000 Zoom	500 X	X	X	X	X	X
50005 Advertising	500	164	0	500	0	0
50515 Bad Debts - Assessments	20,000	2,000	0	20,000	146,623	0
50875 Miscellaeous Administrative	750	6,518	6,272	750	6,599	4,360
51135 Office equipment	1,500	1,247	747	1,500	8,984	2,796
51530 Service Equip	2,000	2,666	2,002	2,000	1,435	597
51630 Dues, Subscription, Training	900	1,533	1,233	900	381	0
52095 Postage General	12,000	5,293	1,293	12,000	1,864	10,682
52105 Printing & Repro. - General	10,000	4,619	1,283	10,000	21,066	16,491
52165 Travel Reimbursement/Courier	700	236	0	700	0	0
52230 Office Supplies	2,500	1,337	501	2,500	5,265	8,000
52265 Telephone	5,000	5,441	3,777	5,000	6,230	6,396
52505 Commission on Comm Ownrshp	17,105	13,595	7,890	7,890	7,890	7,890
52725 Office Recycling	1,260	717	297	1,260	625	472
52755 Allocation of Manager Salaries	-26,250	-26,250	-17,504	-26,250	-26,070	-26,070
53080 Insurance D&O	2,750	270	1,832	2,750	1,396	1,700
53190 Insurance general liability	22,000	20,903	13,567	22,000	17,731	21,672
54055 Taxes - Property	2,100	2,358	1,658	2,100	2,882	4,189
54255 Taxes, - Income	6,000	1,942	-58	6,000	14,361	22,200
55065 Audit & Taxes	10,000	4,123	787	10,000	10,764	10,000
55135 Professional Services	750	246	0	750	678	0
55235 Legal Counsel - Operations	20,000	9,484	2,820	20,000	38,097	33,902
55285 Legal Collection	75,000	70,333	48,669	65,000	190,408	75,662
55290 Litigation	50,000	40,154	36,818	10,000	28,575	0
55485 Legal Retainer	2,280	1,560	800	2,280	2,200	1,990
55710 Financial Management	180,000	149,573	89,573	180,000	130,675	125,385
57040 Payroll Taxes	20,000	17,129	10,465	20,000	16,299	13,879

General Association  
(INCLUDED IN YOUR ASSESSMENT)

	2023 budget	2022 forecast	2022 ytd (08/31/2022)	2022 budget	2021 ytd (12/31/2021)	2020 ytd (12/31/2020)
57135 Employee Benefits	23,000	21,154	13,490	23,000	24,631	22,057
57150 Pension Contribution	11,000	7,849	4,185	11,000	6,277	6,277
57240 Insurance wkmans comp	2,000	1,223	559	2,000	2,513	1,783
<b>Total General &amp; Administrative</b>	<b>697,345</b>	<b>571,282</b>	<b>363,151</b>	<b>636,730</b>	<b>864,813</b>	<b>546,197</b>
<b>Total Gen Op Expenses</b>	<b>1,172,967</b>	<b>974,298</b>	<b>652,167</b>	<b>1,082,352</b>	<b>1,049,242</b>	<b>738,588</b>
<b>Total Rec &amp; Gen Op Expenses</b>	<b>1,463,317</b>	<b>1,229,032</b>	<b>837,738</b>	<b>1,359,302</b>	<b>1,268,543</b>	<b>946,255</b>
Net surplus/(loss) from Operations	-16,771			11,474		

\* New line items that were previously included in building maintenance and repairs.

\*\* New line items that were previously included in site maintenance.

\*\*\* Salaries for on-site management, which includes 2 full-time and 2 part-time employees.

\*\*\*\* Pool A has had a WSSC credit through 2022 due to a meter valve replacement, but will not have a credit in 2023.

758	Lakeforest	145	2023	2022 forecast	2022 ytd (08/31/2022)	2022 budget	
	2023		Monthly Fee \$53.00				
Residential Assessments							
	40725 Apartment						
	40000 Condominium						
	40575 Single Family		92,220	92,220	61,480	92,220	
	40001 Townhome						
			92,220	92,220	61,480	92,220	
Other Income							
	4300 Late Fee						
	Balance Forward Estimate		-500	-500	-336	-500	
			-500	-500	-336	-500	
			Gross Income	91,720	91,720	61,144	91,720
Adjustments							
	50790 Less Churchill Foundation Fees		6,525	6,525	4,350	6,525	
	51980 Less Reserve Assessment		500	503	336	500	
	50795 Less General Association Assess.		65,037	65,049	43,368	65,049	
			72,062	72,077	48,054	72,074	
Other Income							
	Miscellaneous Income						
	Funds From Reserves						
			0	0	0	0	
			Total Income	19,658	19,643	13,090	19,646
EXPENSES							
	5900 Electric		0	0	0	0	
	64120 Site Maintenance		250	83	250	250	
	65700 Tree Maintenance		500	167	500	500	
	Equipment		0	0	0	0	
	XXXX Roadway Maintenance		0	0	0	0	
	61050 Trash Removal		11,971	10,937	6,950	11,971	
	62020 Lawn Maintenance		5,088	6,371	4,337	5,088	
	62100 Snow Removal		0	0	0	0	
	52755 Property Management Allocation		1,800	1,800	1,200	1,800	
			Total Operating Expenses	19,609	19,358	13,237	19,609
			Net surplus/(loss) from Operations	49	285	-147	37