

## The Woodlands Winding Brook HOA

# OPERATIONAL BUDGET Profit & Loss Budget Overview

### Budget 2024

**Cash Basis**

Approved 01/10/2024

#### INCOME:

Item	Notes	Jan-Dec 2024	Projected Budget
Unit Fee Income	\$385 x 66 units x 12 months		\$304,920
Garage Fee	\$15 x 41 units X 12 months		\$7,380
Interest Income			\$200
Master Insurance Collection	active legal could increase		\$58,555
<b>Total Income</b>		<b>\$0</b>	<b>\$371,055</b>

#### EXPENSES 1 - Administrative

Item	Notes	Jan-Dec 2024	Projected Expense
Bookkeeping Services			\$16,000.00
Bank Charges / Stop Payment Fees			\$150.00
Misc. Service Charge			\$100.00
Office Supplies/ Checks/ Misc.			\$550.00
PO Box Service Fee			\$188.00
Newsletter/Official Mailings/Bills			\$2,000.00
Office Software & Equipment	Includes Google Workspaces &		\$2,262.00
Web Design, Maintenance & Hosting			\$2,500.00
Meeting Room Expense / Donation			\$300.00
Education			\$200.00
Other administrative Expenses			\$500.00
Admin Assistant Services	Up to 20 hours each admin \$18/hour		\$35,000.00
<b>Total Expenses Administrative</b>		<b>\$0</b>	<b>\$59,750</b>

#### EXPENSES 2 - Property Management

Item	Notes	Jan-Dec 2024	Projected Expense
Property Manager Contracted	\$2,000 per month		\$24,000
Property Manger Spec Projects			\$1,000
<b>Total Expenses Property Management</b>		<b>\$0</b>	<b>\$25,000</b>

#### EXPENSES 3 - Buildings Maintenance & Repair

Item	Notes	Jan-Dec 2024	Projected Expense
Bee/Woodpecker Hole Repair			\$2,000.00
Roof Repairs (Unit & Garage)			\$660.00
Chimney Inspection / Chimney cap repairs	\$3,500 for inspections \$50 per unit		\$4,500.00
Gutter Cleaning	Twice a year May & October		\$6,500.00
Electric Repairs External building / lighting			\$3,000.00
External Water Pipe Repair/ Clean/ Sewer			\$1,300.00
Misc. Building External Maintenance/Repairs			\$10,600.00
Paint, Stain, Prep & Misc. Materials			\$300.00
<b>Total Expenses Buildings Maintenance &amp; Repair</b>		<b>\$0</b>	<b>\$28,860</b>

<b>EXPENSES 4 - <u>Grounds/Landscaping</u></b>			
<b>Item</b>	<b>Notes</b>	<b>Jan-Dec 2024</b>	<b>Projected Expense</b>
Regular Landscaping/ Lawn Care			\$38,000.00
Wood chips for paths & Lawn Emergent / Remediation	Keep weeds away from lawns & paths		\$2,000.00
Cleaning Grounds and Grounds Maintenance Other			\$11,000.00
Shrub Removal/planting, Maintenance, clearing areas overgrowth (& shrub purchase)			\$4,000.00
Invasive Management & Native Plantings	includes woody & herbaceous invasive management		\$6,000.00
Stormwater drainage area maintenance	Obsolete pond area		\$13,000.00
Landscaping Design / Additions			\$1,000.00
Spring & Fall Cleanup Day / Garage Sale and Social Events (professional help & items needed for events)	Most of this expenses is grounds oriented, but can include other projects homeowners want.		\$2,500.00
Misc. Tools, Materials and Supplies			\$1,000.00
Tree Removal, Maintenance, Trimming	Tree report in May, injections in June, trim in fall, removals as needed		\$30,000.00
Wildlife Prevention, removal & deterrent			\$1,000.00
Grounds cleaning / needs other	\$120 per month to clean trash areas		\$2,000.00
<b>Total Expenses Grounds/Landscaping</b>		<b>\$0</b>	<b>\$111,500</b>

<b>EXPENSES 5 - <u>Grounds Maintenance (Operational)</u></b>			
<b>Item</b>	<b>Notes</b>	<b>Jan-Dec 2024</b>	<b>Projected Expense</b>
Moving & Storage towing charge			\$200.00
Pet Waste Bags			\$1,500.00
Retaining Wall Repair			\$1,000.00
Asphalt Patching			\$1,000.00
Snow Removal			\$20,000.00
<b>Total Expenses Grounds Maintenance (Operational)</b>		<b>\$0</b>	<b>\$23,700</b>

<b>EXPENSES 6 - <u>Insurance</u></b>			
<b>Item</b>	<b>Notes</b>	<b>Jan-Dec 2024</b>	<b>Projected Expense</b>
Expenses Not Covered by Ins			\$1,500
Insurance Other			\$1,000
Master Condo/CA Liability Insurance			\$58,555
<b>Total Insurance</b>		<b>\$0</b>	<b>\$61,055</b>

<b>EXPENSES 7 - <u>Professional Fees</u></b>			
<b>Item</b>	<b>Notes</b>	<b>Jan-Dec 2024</b>	<b>Projected Expense</b>
Accounting and Tax Fees			\$3,000.00
Legal Fees	Legal at annual meeting & special meeting		\$25,000.00
Misc. Server/Recorder Fees			\$200.00

Licensing & (Building) Permits			\$2,000.00
Civil/Structural Engineering Services - includes project management services	Mainly in reserve budget items		\$5,000.00
Environment Engineering Services			\$4,000.00
Professional Fees Other			\$1,000.00
Structural Inspection Services	Mainly in reserve budget items		\$2,000.00
<b>Total Professional Fees</b>		<b>\$0</b>	<b>\$42,200</b>

<b>EXPENSES 8 - Utilities</b>			
item	Notes	Jan-Dec 2024	Projected Expense
Electric			\$4,000.00
Recycling Charges	\$119.87 per month 2X per week		\$1,438.44
Trash Removal	\$943.14 per month M/W/F/Sat		\$11,317.68
Utilities Other	phone/duo \$40 per month		\$480.00
Water			\$550.00
<b>Total Utilities</b>		<b>\$0</b>	<b>\$17,786</b>

<b>EXPENSES 9 - Taxes</b>			
Item	Notes	Jan-Dec 2024	Projected Expense
Business Entity Fee			\$50.00
Federal Tax			\$500.00
Property Taxes			\$200.00
State Taxes			\$300.00
Taxes Other			\$100.00
<b>Total Taxes</b>		<b>\$0</b>	<b>\$1,150</b>

<b>Total Expenses</b>		<b>\$0</b>	<b>\$371,001</b>
<b>Total Income</b>		<b>\$0</b>	<b>\$371,055</b>
<b>Net Income</b>	red/() = negative income	<b>\$0</b>	<b>\$54</b>

The 2024 budget keeps the monthly fees the same as 2023 with no special assessment for 2024.