

THE MASTERS AT PELICAN SOUND NEIGHBORHOOD ASSOCIATION, INC.
PROPOSED BUDGET FOR FISCAL YEAR JAN. 1, 2020 TO DEC. 31, 2020

THE MASTERS NEIGHBORHOOD		2019	2019	2020	Changes	2020
UNITS - 100	2018	ADOPTED	PROJECTED	PROPOSED	from '19 to	BUDGET
	ACTUAL	BUDGET	ACTUAL	BUDGET	20 budget	NOTES
REVENUE:	\$564/qtr base fee	\$634/qtr base fee		\$609/qtr base fee		\$25 per home per quarter reduction
MAINTENANCE ASSESSMENTS	205,960.00	213,320.00	213,310.00	207,200.00	-6,120.00	lower professional fees, miscellaneous and irrigation repairs - rodent control assessment added to maintenance assessment
PAINT/ROOF CLEANING RESERVE ASSESSMENTS	11,500.00	32,100.00	32,100.00	32,100.00		see Reserve schedule - no change to funding in 2020
IRRIGATION RESERVE ASSESSMENTS	700.00	800.00	800.00	0.00	-800.00	Reserve to cover clocks and sensors - fully funded as of 12/31/19 - eliminate funding
MAILBOX REPLACEMENT & DEFERRED MAINTENANCE RESERVE	4,500.00	4,300.00	4,300.00	4,300.00		Reserve to replace mailboxes - replaced in 2017 and refurbish/paint as needed.
RODENT CONTROL ASSESSMENTS	2,940.00	3,080.00	3,080.00	0.00	-3,080.00	In 2019 \$770/quarter. No change for Armstrong Pest's price for 2020. Starting in 2020 - rolled into Maintenance Assessments
INTEREST EARNED-RESERVES	1,265.20	500.00	2,947.74	2,500.00	2,000.00	conservative estimate - interest could be lower depending on timing of 2020 paint project
MISCELLANEOUS INCOME	524.45	300.00	372.09	300.00		conservative estimate - Late fees & Application fees - 6 rental apps in 2019 so far and 1 sale
TOTAL REVENUE	\$227,389.65	\$254,400.00	\$256,909.83	\$246,400.00	(\$8,000.00)	
EXPENSES:						
ACCOUNTING/TAX RETURN	7,460.00	7,840.00	7,840.00	8,040.00	200.00	In 2019 Collier Financial base fee \$575/month, Budget fee \$610 and Tax prep \$330. For 2020 requesting \$200 increase - 2.55% - base fee \$590/month, budget \$630, tax return \$330.
EMERGENCY FUND	0.00	0.00	0.00	15,000.00	15,000.00	per 11/8/2019 Board meeting - motioned/approved to establish emergency fund with \$15K cap to be funded by Association retained earnings-to be used to cover hurricane costs or some other unbudgeted need that may arise.
INSURANCE	2,962.50	3,200.00	3,021.00	3,850.00	650.00	In 2019 General Liability \$749, D&O \$1,143, Fidelity Bond \$228 and Umbrella \$901 - total \$3,021. For 2020 insurance agent estimates: General Liability \$749, Fidelity Bond \$251, D&O \$1257 and Umbrella \$991 Add \$600 for blanket workers compensation policy
IRRIGATION MAINTENANCE	1,330.31	2,500.00	1,121.18	1,300.00	-1,200.00	In 2019 thru Oct., paid Greenscapes \$621.08 for irrigation repairs, valves stuck open, leaking pipes replacing parts. Estimate \$500 to be spent before year end. For 2020 reduce budget
LANDSCAPING	131,052.00	131,052.00	131,052.00	131,052.00		In 2019 Greenscapes \$10,921 per month, mulch not included. For 2020 Greenscapes ? No change
MULCH	21,728.30	24,100.00	21,400.00	24,100.00		In 2019 Greenscapes to apply before year end. 2019 proposal \$21,400. For 2020 rate? Per Board - keep the same.
MAILBOX REPAIRS	1,470.00	1,500.00	1,490.00	1,500.00		In 2019 thru Oct paid ASAP Mailbox \$1,043 for 7 mailbox repairs. Estimate three more repairs before year end \$447. For 2020 no change
TREE TRIMMING	15,480.00	22,000.00	17,000.00	22,000.00		In 2019 Plan - 2X/PALMS \$8,500/trim & Hardwood trim \$5,000. In 2019 thru Sept Greenscapes trimmed palms \$8,500. Estimate another palm trim \$8,500. No hardwood trimming in 2019. For 2020, estimate-2 palm trims at \$8,500 per trim and Harwood trim \$5000. Per Board - keep the budget the same for 2020
PLANT REPLACEMENT	541.66	500.00	500.00	500.00		In 2019 thru Sept., no expense. Estimate \$500 before year end. For 2020 leave budget the same.
PROFESSIONAL FEES	1,791.75	4,000.00	5,126.75	1,000.00	-3,000.00	In 2019 paid Collier Financial \$220 to attend annual meeting and research board questions on paint reserves and \$4,407 to Goede Adamczyk for rewrite of documents . Estimate \$500 more before year end. For 2020 plan? Document amendments completed - safely reduce budget - Board confirmed.
MISCELLANEOUS	272.75	2,728.00	328.00	378.00	-2,350.00	In 2019 paid \$61.25 for Corporate Annual Report and \$16.75 for bank fees. Estimate \$250 more before year end. Budget included \$2,500 contingency. For 2020 reduce contingency with cumulative surplus estimated to be around \$19K.
OFFICE/POSTAGE/ADMINISTRATION & WEB SERVICES	2,713.90	3,000.00	3,151.89	2,500.00	-500.00	In 2019 Administrative services and postage for Collier Financial and Cambridge Prop Mgmt and web services. For 2020 lower with more owners agreeing to consent by email
PEST CONTROL	-1,224.00	0.00	-220.00	0.00		In 2019 Home Team Pest Control \$55/home per qtr. For 2020 Home Team rate \$55/home/qtr? Per mgmt no anticipated increase for 2020
PROPERTY MANAGEMENT	10,500.00	11,100.00	11,100.00	11,100.00		In 2019 budget plan: Cambridge Property Mgmt - \$900/month + \$75/month for additional Mgmt hours for 4 months - Actual Cambridge billing \$925/month for 12 months. For 2020 Cambridge \$925/month? No change

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UNITS - 100	2018	ADOPTED	PROJECTED	PROPOSED	from '19 to	BUDGET
	ACTUAL	BUDGET	ACTUAL	BUDGET	20 budget	NOTES
RODENT CONTROL	2,940.00	3,080.00	3,080.00	3,080.00		In 2019 Armstrong \$770/quarter to inspect bait stations. For 2020 Armstrong \$770/quarter? For 2020 no anticipated increase
RESERVE TRANSFER-INTEREST	1,265.20	500.00	2,947.74	2,500.00	2,000.00	conservative estimate - interest could be lower depending on timing of 2020 paint project
RESERVE TRANSFER-PAINT/ROOF	11,500.00	32,100.00	32,100.00	32,100.00		see Reserve schedule
RESERVE TRANSFER-IRRIGATION	700.00	800.00	800.00	0.00	-800.00	see Reserve schedule
RESERVE TRANSFER - MAILBOX REPLACEMENT/DEFERRED MAINT.	4,500.00	4,300.00	4,300.00	4,300.00		Reserve to replace mailboxes in 6-7 years and refurbish/paint every 5 years.
TAXES - FEDERAL	0.00	100.00	0.00	100.00		1120H filing for fiscal year 2018 - no tax paid in 2019 - For 2020 no change.
TOTAL EXPENSES	\$216,984.37	\$254,400.00	\$246,138.56	\$264,400.00	\$10,000.00	
NET INCOME/(LOSS)	\$10,405.28	\$0.00	\$10,771.27	(\$18,000.00)	(\$18,000.00)	
			\$9,018.92	12/31/18 Cumulative Surplus		
			\$19,790.19	12/31/19 Projected Cum. Surplus		
(1) The Association is estimated to end the year with a cumulative operating surplus of approx. \$19,800. For 2020, the Board will consider using \$15,000 of the surplus to fund an Emergency Operating Fund and \$3,000 will be used to lower the quarterly assessment						
2020 Assessment Summary:	1Q2020	2Q2020	3Q2020	4Q2020	Total	Change
Operating Assessment	\$518.00	\$518.00	\$518.00	\$518.00	\$2,072.00	
Rodent Control Assessment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	starting in 2020 rodent control added to Operating Assessment
Paint Reserve Assessment	\$80.25	\$80.25	\$80.25	\$80.25	\$321.00	
Irrigation Reserve Assessment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Mailbox Reserve Assessment	\$10.75	\$10.75	\$10.75	\$10.75	\$43.00	
Total Assessment	\$609.00	\$609.00	\$609.00	\$609.00	\$2,436.00	(\$100.00)
						-3.94%
Pest Control Fee (OPTIONAL)	\$55.00	\$55.00	\$55.00	\$55.00	\$220.00	Service provided by HomeTeam. Currently \$55/home/qtr - 98 of 100 homes participate. For 2020 - no anticipated price change per property mgmt
2019 Assessment Summary:	1Q2019	2Q2019	3Q2019	4Q2019	Total	
Operating Assessment	\$533.30	\$533.30	\$533.30	\$533.30	\$2,133.20	
Rodent Control Assessment	\$7.70	\$7.70	\$7.70	\$7.70	\$30.80	
Paint Reserve Assessment	\$80.25	\$80.25	\$80.25	\$80.25	\$321.00	
Irrigation Reserve Assessment	\$2.00	\$2.00	\$2.00	\$2.00	\$8.00	
Mailbox Reserve Assessment	\$10.75	\$10.75	\$10.75	\$10.75	\$43.00	
Total Assessment	\$634.00	\$634.00	\$634.00	\$634.00	\$2,536.00	
Pest Control Fee (OPTIONAL)	\$55.00	\$55.00	\$55.00	\$55.00	\$220.00	
Total 2020 Quarterly Billing Examples:	1Q2020	2Q2020	3Q2020	4Q2020	Total	
With Optional Pest	\$664.00	\$664.00	\$664.00	\$664.00	\$2,656.00	
With No Optional Pest	\$609.00	\$609.00	\$609.00	\$609.00	\$2,436.00	

THE MASTERS at PELICAN SOUND NEIGHBORHOOD ASSN., INC.
PROPOSED RESERVES FOR CAPITAL EXPENDITURES
FOR THE FISCAL YEAR JAN. 1, 2020 TO DEC. 31, 2020

THE MASTERS UNITS - 100	TOTAL LIFE	ESTIMATED REPLACEMENT COST	ESTIMATED REMAINING USEFUL LIFE	ESTIMATED RESERVE 12/31/2019 (*)	AMOUNT NEEDED TO FULLY FUND	YEAR 2020 FUNDING	2020 ANNUAL PER UNIT
EXTERIOR PAINTING/ROOF CLEANING - 2020	9	\$278,010	1	\$245,910	\$32,100	\$32,100	\$321.00
MAILBOX REPLACEMENT (**)	7	\$30,000	5	\$10,071	\$19,929	\$4,029	\$40.29
MAILBOX DEFERRED MAINTENANCE	5	\$8,000	1	\$7,729	\$271	\$271	\$2.71
IRRIGATION RESERVE	7	\$21,042	1	\$21,042	\$0	\$0	\$0.00
TOTALS		\$337,052		\$284,752	\$52,300	\$36,400	\$364.00
Footnotes:							
(*) 2019 estimated reserve interest in the amount of \$2,948 has been allocated to the roof cleaning/house painting reserve account							
Last painted in 2012 - all in costs for cleaning roofs, weep holes and painting was apprx. \$161K.							
Recent Reserve/Capital expense payment history:							
2018:							
In March 2018 paid Greenscapes \$596.10 for replacement of 2 irrigation clocks.							
In September 2018 paid Greenscapes \$568.84 for replacement of 2 irrigation clocks and one timer.							
In October 2018 reimbursed operating \$854.86 for replacement of 3 irrigation clocks.							
In October paid Greenscapes \$745.14 for replacement of 3 irrigation clocks							
2019:							
no expenses as of 11/25/19							