

Annual Budget - Board Resolution Package

POA Of The Summit At Lake Ridge

Annual Budget for Fiscal Year 2024



Prepared on: 11/2/2023

POA Of The Summit At Lake Ridge

Annual Budget - Board Resolution Package

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The Board Review Package consists of reports detailing assumptions and a draft of the Board Resolution to adopt the annual budget with the exhibits as follows:

Report / Document	Page(s)	Description
Board Resolution– Approval by Unanimous Consent	1 Page / 3	Board Resolution for adopting the assessment rates and annual budget for the upcoming fiscal year.
Exhibit A – Assessment Rate Schedule	1 Page / 4	Assessment rate schedule approved by the Board for the upcoming fiscal year. The rates are detailed by property owner class, type of assessment or related rate, the projected number of lots / units for regular assessment rate, and the rate amount / details.
Exhibit B	1 Page / 5	Exhibit B cover page to the adopted budget.
Budget Fund Revenue and Expense Summary (side by side)	2 Pages / 6 to 7	Revenue and expense budget summary presented by fund in a side by side and consolidated format.
Budget Fund Cash Flow Summary (side by side)	1 Page / 8	Cash flow budget summary presented by fund in a side by side and consolidated format.
Monthly Detail	4 Pages / 9 to 12	Revenue and expense budget by fund detailed on a monthly basis for the upcoming fiscal year at the general ledger and subcategory level.
Replacement Fund Analysis	1 Page / 13	A detail analysis of funds currently designated in the Replacement Fund set aside, and the calculation of funds needed, to pay for future major repairs or replacement of the association's assets (unless provided by a Reserve Study).

POA Of The Summit At Lake Ridge

**BOARD RESOLUTION FOR APPROVING ASSOCIATION
ASSESSMENT RATE AND ANNUAL BUDGET**

Whereas, *the Declaration of Covenants, Conditions and Restrictions* grants the authority to the Board of Directors to set the annual billing and operating budget;

Whereas, the Board of Directors has estimated the expenses to be incurred in order to conduct business in regards to performing the day to day operations of the community;

Therefore, the undersigned, being all of the members of the Board of Directors of the POA Of The Summit At Lake Ridge, do hereby consent, and in lieu of the holding of a special meeting of the Board of Directors, to the following business matters relating to the billing rate and operating budget for the 2024 fiscal year beginning on January 1, 2024 and ending on December 31, 2024:

BILLING RATE: The billing rates for the 2024 fiscal year are detailed in the attached schedule Exhibit "A".

BUDGET: The 2024 Budget has been adopted with projected total revenues of \$65,400, projected total expenses of \$49,358, a projected net surplus (deficit) of \$16,042 and a projected net increase (decrease) in cash of \$16,042. This will leave a projected ending cash balance of \$396,604. A copy of this approved budget is attached hereto as Exhibit "B".

Signature: _____

Printed Name: **Anthony D Baker**

Title: **President**

Signature: _____

Printed Name: **Richard Haertling**

Title: **Vice President**

Signature: _____

Printed Name: **Gary R Karnavas**

Title: **Secretary/Treasurer**

**BOARD RESOLUTION FOR APPROVING
COMMUNITY BILLING RATE AND ANNUAL BUDGET
BILLING RATE SCHEDULE
Exhibit "A"**

Homeowner	Rule Name	Projected Lots/Units as of 01/01/2024	Rule
Regular Assessment	DEFAULT	86	Assessment amount budgeted to be \$750.00 remitted annually
Special Assessment	DEFAULT		Assessment amount budgeted to be \$0.00
Late Fee	DEFAULT		Assessments will be LATE in the amounts specified after these dates: [\$6.25 On 1/30 , \$6.25 On 2/28 , \$6.25 On 3/30 , \$6.25 On 4/29 , \$6.25 On 5/30 , \$6.25 On 6/29 , \$6.25 On 7/30 , \$6.25 On 8/30 , \$6.25 On 9/29 , \$6.25 On 10/30 , \$6.25 On 11/29 , \$6.25 On 12/30]
Finance Charge	DEFAULT		A finance charge of 0.00% per month using simple compounding based on a 365 day year.
Closing	DEFAULT		Initial Assessment Amount: n/a. Working Capital Amount: n/a.
Annual Discount	DEFAULT		----- No Rule -----

Builder	Rule Name	Projected Lots/Units as of 01/01/2024	Rule
Regular Assessment	DEFAULT	0	
Special Assessment	DEFAULT		
Late Fee	DEFAULT		----- No Rule -----
Finance Charge	DEFAULT		----- No Rule -----
Closing	DEFAULT		----- No Rule -----
Annual Discount	DEFAULT		----- No Rule -----

Declarant	Rule Name	Projected Lots/Units as of 01/01/2024	Rule
Regular Assessment	DEFAULT	0	
Special Assessment	DEFAULT		
Late Fee	DEFAULT		----- No Rule -----
Finance Charge	DEFAULT		----- No Rule -----
Closing	DEFAULT		----- No Rule -----
Annual Discount	DEFAULT		----- No Rule -----

Commercial	Rule Name	Projected Lots/Units as of 01/01/2024	Rule
Regular Assessment	DEFAULT	0	
Special Assessment	DEFAULT		
Late Fee	DEFAULT		----- No Rule -----
Finance Charge	DEFAULT		----- No Rule -----
Closing	DEFAULT		----- No Rule -----
Annual Discount	DEFAULT		----- No Rule -----

POA Of The Summit At Lake Ridge

Annual Budget for Fiscal Year 2024

January 01, 2024 through December 31, 2024

**Exhibit "B" to the Board Resolution for Approving
Association Assessment Rate and Annual Budget**

POA Of The Summit At Lake Ridge

Revenue and Expense Budget Summary for FY 2024

	Operating Fund	Replacement Fund	Consolidated
Revenues			
Regular Assessments	\$64,500	-	\$64,500
TOTAL of Regular Assessments	\$64,500	-	\$64,500
Assessment Allocation	(\$16,500)	\$16,500	
TOTAL of Assessment Allocation	(\$16,500)	\$16,500	
TOTAL of Assessments	\$48,000	\$16,500	\$64,500
Other Income	\$900		\$900
TOTAL of Other Income	\$900		\$900
TOTAL of Revenues	\$48,900	\$16,500	\$65,400
Expenses			
Operating Expenses			
Direct Operating Expenses			
Utilities	\$7,096	-	\$7,096
Landscape Maintenance	\$17,648	-	\$17,648
Repairs and Maint	\$2,820	-	\$2,820
Safety & Security	\$3,096	-	\$3,096
Taxes & Insurance	\$950	-	\$950
TOTAL of Direct Operating Expenses	\$31,610	-	\$31,610
Admin Expenses			
Professional Fees	\$2,470	-	\$2,470
Bad Debts		-	
Homeowner Activities	\$2,350	-	\$2,350
Insurance	\$3,588	-	\$3,588
Management Fees	\$4,800	-	\$4,800
Administration Expenses	\$4,540	-	\$4,540
TOTAL of Admin Expenses	\$17,748	-	\$17,748
TOTAL of Operating Expenses	\$49,358	-	\$49,358
Capital Expenses			
Reserve Expenses	-		
TOTAL of Reserve Expenses	-		
TOTAL of Capital Expenses	-		
Other Expenses		-	
TOTAL of Other Expenses		-	
Depreciation			
Depreciation of Fixed Assets		-	
TOTAL of Depreciation of Fixed Assets		-	

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POA Of The Summit At Lake Ridge

Revenue and Expense Budget Summary for FY 2024

	Operating Fund	Replacement Fund	Consolidated
TOTAL of Depreciation		-	
TOTAL of Expenses	\$49,358		\$49,358
Net Surplus (Deficit)	(\$458)	\$16,500	\$16,042

POA Of The Summit At Lake Ridge

Cash Flow Budget Summary for FY 2024

	Operating Fund	Replacement Fund	Consolidated
Beginning Cash Balance (All Cash Accounts)	\$157,158	\$223,404	\$380,562
Cash from Operating Activities	-	-	-
Net Surplus (Deficit)	(\$458)	\$16,500	\$16,042
Add Back Depreciation Expense (non-cash)	-	-	-
Add/Subtract Projected Decrease/Increase in A/R, Prepaid Expenses and Other Assets	-	-	-
Add/Subtract Projected Increase/Decrease in A/P, Prepaid Assessments, and Other Current Liabilities	-	-	-
Net Cash Flow from Operating Activities	(\$458)	\$16,500	\$16,042
Cash from Investing Activities	-	-	-
Purchase/Repair of Facilities & Equipment (Capitalized)	-	-	-
Net Cash Flow from Investing Activities	-	-	-
Cash from Financing Activities	-	-	-
Loan Principal Payments	-	-	-
Interfund Borrowing (Due To / Due From Other Funds)	-	-	-
Fund Transfers (Permanent Transfer To / From Another Fund)	-	-	-
Net Cash Flow from Financing Activities	-	-	-
Net Cash Increase (Decrease)	(\$458)	\$16,500	\$16,042
Ending Cash Balance	\$156,700	\$239,904	\$396,604

Final

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POA Of The Summit At Lake Ridge

Budget Monthly Detail

(1) Operating Fund

	Budget	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
Revenues													
Assessments	--	--	--	--	--	--	--	--	--	--	--	--	--
Regular Assessments	--	--	--	--	--	--	--	--	--	--	--	--	--
Regular Assessments - Full Rate (4010)	--	--	--	--	--	--	--	--	--	--	--	--	--
Homeowner Assessments (4010)	\$64,500	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375
TOTAL of Regular Assessments	\$64,500	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375	\$5,375
Assessment Allocation	--	--	--	--	--	--	--	--	--	--	--	--	--
Assessment Allocation (4220)	--	--	--	--	--	--	--	--	--	--	--	--	--
Assessment Allocation (4220)	(\$16,500)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)
TOTAL of Assessment Allocation	(\$16,500)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)	(\$1,375)
TOTAL of Assessments	\$48,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Other Income	--	--	--	--	--	--	--	--	--	--	--	--	--
Late Payment Charges (4510)	--	--	--	--	--	--	--	--	--	--	--	--	--
Late Payment Charges (4510)	\$400	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$37
Miscellaneous Income (4530)	--	--	--	--	--	--	--	--	--	--	--	--	--
ARC Submittals & Fines (4530)	\$200	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$17	\$16	\$16	\$16	\$16
Pool Keys, Access Cards, Transmitters (4540)	--	--	--	--	--	--	--	--	--	--	--	--	--
Gate Remote/Key Income (4540)	\$300	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25
TOTAL of Other Income	\$900	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$74	\$74	\$74	\$78
TOTAL of Revenues	\$48,900	\$4,075	\$4,075	\$4,075	\$4,075	\$4,075	\$4,075	\$4,075	\$4,075	\$4,074	\$4,074	\$4,074	\$4,078
Expenses													
Operating Expenses													
Direct Operating Expenses													
Utilities	--	--	--	--	--	--	--	--	--	--	--	--	--
Electric (5010)	--	--	--	--	--	--	--	--	--	--	--	--	--
Electric (5010)	\$1,400	\$116	\$124	\$116	\$116	\$116	\$116	\$116	\$116	\$116	\$116	\$116	\$116
Telephone (5650)	--	--	--	--	--	--	--	--	--	--	--	--	--
Telephone/Internet (5650)	\$2,000	\$160	\$160	\$160	\$240	\$160	\$160	\$160	\$160	\$160	\$160	\$160	\$160
Water and Wastewater (5710)	--	--	--	--	--	--	--	--	--	--	--	--	--
Water and Wastewater (5710)	\$3,696	\$308	\$308	\$308	\$308	\$308	\$308	\$308	\$308	\$308	\$308	\$308	\$308
Landscape Maintenance	--	--	--	--	--	--	--	--	--	--	--	--	--
Landscape Maint. - General (5210)	--	--	--	--	--	--	--	--	--	--	--	--	--
Landscape Contingency (5210)	\$464	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$33	\$50	\$50	\$50	\$50
General Maintenance (5210)	\$11,700	\$975	\$975	\$975	\$975	\$975	\$975	\$975	\$975	\$975	\$975	\$975	\$975
Other Common Area Maintenance (5210)	\$1,992	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166

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POA Of The Summit At Lake Ridge

Budget Monthly Detail

(1) Operating Fund

Budget	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
Landscape Color (5210)	\$1,500	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125
Repairs and Maint. - Irrigation (5430)	--	--	--	--	--	--	--	--	--	--	--	--
Irrigation Repairs (5430)	\$1,992	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166
Repairs and Maint	--	--	--	--	--	--	--	--	--	--	--	--
Repairs and Maint. - General (5420)	--	--	--	--	--	--	--	--	--	--	--	--
General Repairs (5420)	\$2,820	\$235	\$235	\$235	\$235	\$235	\$235	\$235	\$235	\$235	\$235	\$235
Safety & Security	--	--	--	--	--	--	--	--	--	--	--	--
Security and Patrols (5510)	--	--	--	--	--	--	--	--	--	--	--	--
Gate Repairs & Maintenance (5510)	\$996	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83
Gate Cameras/Monitoring (5510)	\$504	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42
Gate Remotes (5510)	\$1,596	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133	\$133
Taxes & Insurance	--	--	--	--	--	--	--	--	--	--	--	--
Taxes - Real Property (5630)	--	--	--	--	--	--	--	--	--	--	--	--
Federal Income Tax (5630)	\$950	--	--	--	\$950	--	--	--	--	--	--	--
TOTAL of Direct Operating Expenses	\$31,610	\$2,542	\$2,550	\$2,542	\$3,572	\$2,542	\$2,542	\$2,542	\$2,542	\$2,559	\$2,559	\$2,559
Admin Expenses												
Professional Fees	--	--	--	--	--	--	--	--	--	--	--	--
Professional Fees (6010)	--	--	--	--	--	--	--	--	--	--	--	--
Legal Fees - General (6010)	\$500	\$49	\$41	\$41	\$41	\$41	\$41	\$41	\$41	\$41	\$41	\$41
Audit (6010)	\$1,400	--	--	\$1,400	--	--	--	--	--	--	--	--
Income Tax Preparation (6010)	\$330	--	--	\$330	--	--	--	--	--	--	--	--
Other Professional Fees (6010)	\$240	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
Homeowner Activities	--	--	--	--	--	--	--	--	--	--	--	--
Homeowner Activities (6110)	--	--	--	--	--	--	--	--	--	--	--	--
Meetings - Townhall/Annual (6110)	\$600	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50
Holiday Decorations (6110)	\$1,750	--	--	--	--	--	--	--	--	\$1,750	--	--
Insurance	--	--	--	--	--	--	--	--	--	--	--	--
Insurance - General, Property & Liability (6210)	--	--	--	--	--	--	--	--	--	--	--	--
Insurance (6210)	\$3,588	\$299	\$299	\$299	\$299	\$299	\$299	\$299	\$299	\$299	\$299	\$299
Management Fees	--	--	--	--	--	--	--	--	--	--	--	--
Management Fee (6310)	--	--	--	--	--	--	--	--	--	--	--	--
Management Contract (6310)	\$4,800	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400
Administration Expenses	--	--	--	--	--	--	--	--	--	--	--	--
Collection Expense (6040)	--	--	--	--	--	--	--	--	--	--	--	--
Collection Notices (6040)	\$2,900	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$240	\$260

Final

Printed on 11/2/2023

POA Of The Summit At Lake Ridge

Budget Monthly Detail

(1) Operating Fund	Budget	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
Administration (6410)	--	--	--	--	--	--	--	--	--	--	--	--	--
Administration (6410)	\$240	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
Violation Notices (6410)	\$1,400	\$124	\$116	\$116	\$116	\$116	\$116	\$116	\$116	\$116	\$116	\$116	\$116
TOTAL of Admin Expenses	\$17,748	\$1,202	\$1,186	\$2,916	\$1,186	\$1,186	\$1,186	\$1,186	\$1,186	\$1,186	\$2,936	\$1,186	\$1,206
TOTAL of Operating Expenses	\$49,358	\$3,744	\$3,736	\$5,458	\$4,758	\$3,728	\$3,728	\$3,728	\$3,728	\$3,745	\$5,495	\$3,745	\$3,765
TOTAL of Expenses	\$49,358	\$3,744	\$3,736	\$5,458	\$4,758	\$3,728	\$3,728	\$3,728	\$3,728	\$3,745	\$5,495	\$3,745	\$3,765
Net Surplus (Deficit)	(\$458)	\$331	\$339	(\$1,383)	(\$683)	\$347	\$347	\$347	\$347	\$329	(\$1,421)	\$329	\$313

POA Of The Summit At Lake Ridge

Budget Monthly Detail

(2) Replacement Fund

	Budget	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
Revenues													
Assessments	--	--	--	--	--	--	--	--	--	--	--	--	--
Assessment Allocation	--	--	--	--	--	--	--	--	--	--	--	--	--
Assessment Allocation (4220)	--	--	--	--	--	--	--	--	--	--	--	--	--
Assessment Allocation (4220)	\$16,500	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375
TOTAL of Assessment Allocation	\$16,500	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375
TOTAL of Assessments	\$16,500	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375
TOTAL of Revenues	\$16,500	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375
Net Surplus (Deficit)	\$16,500	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375	\$1,375

POA Of The Summit At Lake Ridge Replacement Fund Analysis

Asset/Component	Useful Life	Est Remain Useful Life (Years)	Est Future Repl Cost	Projected Repl Fund Balance at Current Year End	Projected Expenses in Budget Year	Projected Interest, WC or Init Capital Allocation in Budget Year	Required Funds	Actual Budgeted Annual Allocation to the Repl Fund
Concrete Streets & Curbs		0	\$406,723	\$406,723	-	-	-	\$406,723
Metal Fences & Gates		0	\$11,945	\$11,945	-	-	-	\$11,945
Metal Fence		9	\$15,035	\$15,035	-	-	-	-
Gates		9	\$36,376	\$36,376	-	-	-	-
Gate Operators		0	\$39,035	\$39,035	-	-	-	\$39,035
Intercom Entry Panel		5	\$6,721	\$6,721	-	-	-	-
Irrigation System		10	\$23,499	\$23,499	-	-	-	-
Light Poles and Fixtures		10	\$51,481	\$51,481	-	-	-	-
RipRap Additions, Erosion Control & Check Da		0	\$6,541	\$6,541	-	-	-	\$6,541
Cast Stone Sign		10	\$3,092	\$3,092	-	-	-	-
Walls & Piers, Masonry		0	\$7,116	\$7,116	-	-	-	\$7,116
		Totals:		\$607,564				\$471,360

The information detailed in this report is provided as a planning guide only, unless supported by a Reserve Study prepared by a qualified and licensed firm or individual in the applicable state. GrandManors **strongly recommends** that the association have a Reserve Study prepared and updated on an annual basis by a qualified and licensed firm or individual. GrandManors is not qualified or licensed to prepare and issue a Reserve Study and does not represent or warrant any of the information provided herein. It is the responsibility of the association's Board of Directors to maintain and protect the assets of the association.