

**WOODBRIIDGE TOWNHOME  
OWNER'S ASSOCIATION, INC**

— MANAGED BY —  
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September 20, 2012

RE: Treasurer's Report for August 31, 2012

**TO ALL BOARD MEMBERS:**

**Balance Sheet:**

- Our operating account cash balance is 976. This is about \$5,100 less than our July 31, 2012 balance. Our cash balance always drops significantly during the summer months since we have large payments for landscaping, maintenance, repairs, and water. Our cash position is still OK.
- At the end of August our reserve balance was \$216,922.

**Income/Expenses:**

- **Monthly assessment income:** YTD is \$782 **BELOW** budget. **ABOVE** means that some of our delinquent accounts are being collected. **BELOW** budget means not everyone is paying on time and is behind. The BOD is constantly monitoring this area to ensure everyone pays their monthly assessment. The HOA Board is currently working with two homeowners who are delinquent in their HOA monthly assessments.
- **Total expenses:** Overall, we are currently \$4,663 **OVER** budget. This is not unusual at this point in the year. The summer months are when most of expenditures occur. We are in good shape at this point.
- **Legal Fees** is **over** budget by \$68. This is due to some legal work we had dealing with a foreclosure on one of our properties and some action we had to take with a homeowner who was behind in monthly assessments.
- **Utilities** is **over** budget as this is the time of year when we have large water bills. Also, it has been very warm this year and more watering has been needed. We will be over the annual budget by the end of the year in this area.
- **Lighting** is **over** budget by \$4,023; however, this is due to some electrical work that was done on our outside lawn lights in December 2011 that did not get paid until January 2012. Also some work that has been required over several months since January that is just now being billed by the contractor.
- **Concrete Repair:** This area is **over** budget by \$4,565. All of our concrete work is done in the summer, so it is not unusual for this area to be over at this time of year.
- **Pond maintenance** is **over** by \$1,431. This is due to some up-front repairs that needed to be made to get the pond started for the summer. Also a new pump had to be purchased.
- All other areas are at or under budget at this time.

**OVERALL**, we are in good financial position.

Bob Jones  
Treasurer

# Balance Sheet

Friday, August 31, 2012

## Woodbridge HOA

Cash Accounting Year Starts January 1, 2012

### ASSETS

#### Current Assets

##### Checking/Savings

1010 US Bank - Operating

\$976.48

Total Checking/Savings \$976.48

Total Current Assets

\$976.48

##### Checking/Savings

##### Total Reserves

1015 US Bank - Reserves

\$24,127.73

1018 PPCU CD - 12 month

\$91,062.72

1019 PPCU CD - 24 month

\$101,721.15

1033 PPCU - Savings

\$10.49

Total Total Reserves \$216,922.09

Total Checking/Savings

\$216,922.09

TOTAL ASSETS

\$217,898.57

### LIABILITIES

#### Current Liabilities

2150 Open Credit for Payment

\$4,648.57

Total Current Liabilities

\$4,648.57

#### Long Term Liabilities

##### Reserve Allocation

5001 Siding

\$42,999.46

5003 Roofs

\$10,000.00

5020 Temp Unallocated Reserve

\$161,589.99

5007 Asphalt

\$1,166.64

5009 Concrete

\$500.00

5011 Landscaping

\$416.00

5015 Pond

\$250.00

Total Reserve Allocation \$216,922.09

Total Long Term Liabilities

\$216,922.09

TOTAL LIABILITIES

\$221,570.66

### EQUITY

#### Current Year Earnings

(\$5,765.69)

#### Capital

2900 Retained Earnings

\$2,093.60

Total Capital

\$2,093.60

TOTAL EQUITY

(\$3,672.09)

TOTAL LIABILITIES AND EQUITY

\$217,898.57

# Unexpended Budget Report

Friday, August 31, 2012

## 2012 Budget

Woodbridge HOA Cash Accounting Year Starts January 1, 2012

	Month To Date			Year To Date			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Unexpended
<b>INCOME</b>								
Income								
Interest Income								
3032 Interest on Reserve Funds	1.04	0.00	1.04	1,501.83	0.00	1,501.83	0.00	(1,501.83)
3034 Interest on Operating Fun	0.13	0.00	0.13	3.62	0.00	3.62	0.00	(3.62)
3036 Interest on Owner Balance	0.00	0.00	0.00	50.00	0.00	50.00	0.00	(50.00)
Total Interest Income	1.17	0.00	1.17	1,555.45	0.00	1,555.45	0.00	(1,555.45)
3072 Reserves IN	2,059.49	0.00	2,059.49	3,519.14	0.00	3,519.14	0.00	(3,519.14)
3010 Assessments	17,900.00	17,600.00	300.00	140,017.96	140,800.00	(782.04)	211,200.00	71,182.04
3020 Late Fees/Fines	0.00	33.33	(33.33)	190.74	266.66	(75.92)	400.00	209.26
3022 Invoiced Legal Fees	0.00	0.00	0.00	213.61	0.00	213.61	0.00	(213.61)
3060 Reserve Transfers	(2,583.33)	(2,583.33)	0.00	(20,666.64)	(20,666.66)	0.02	(31,000.00)	(10,333.36)
3070 Reserve Interest Transfer	(1.04)	0.00	(1.04)	(1,501.83)	0.00	(1,501.83)	0.00	1,501.83
Total Income	17,376.29	15,050.00	2,326.29	123,328.43	120,400.00	2,928.43	180,600.00	57,271.57
<b>TOTAL INCOME</b>	17,376.29	15,050.00	2,326.29	123,328.43	120,400.00	2,928.43	180,600.00	57,271.57
<b>EXPENSES</b>								
Expenses								
Administrative								
4019 Misc Admin Expense	0.00	41.66	(41.66)	221.34	333.34	(112.00)	500.00	278.66
4086 Meeting Expense	0.00	33.33	(33.33)	0.00	266.66	(266.66)	400.00	400.00
4012 Management Fees	1,390.00	1,391.66	(1.66)	11,120.00	11,133.34	(13.34)	16,700.00	5,580.00
4013 Assoc Legal Fees	120.00	250.00	(130.00)	2,068.15	2,000.00	68.15	3,000.00	931.85
4015 Audit/Tax Prep	925.00	83.33	841.67	925.00	666.66	258.34	1,000.00	75.00
4016 Copies/Postage & Faxes	63.30	33.33	29.97	233.57	266.66	(33.09)	400.00	166.43
Total Administrative	2,498.30	1,833.31	664.99	14,568.06	14,666.66	(98.60)	22,000.00	7,431.94
Insurance								
4022 Casualty/Liability	0.00	2,427.16	(2,427.16)	13,582.50	19,417.34	(5,834.84)	29,126.00	15,543.50
4023 Workman's Comp	370.00	362.00	8.00	370.00	362.00	8.00	362.00	(8.00)
4024 D & O Insurance	2,891.00	1,312.00	1,579.00	2,891.00	1,312.00	1,579.00	1,312.00	(1,579.00)
Total Insurance	3,261.00	4,101.16	(840.16)	16,843.50	21,091.34	(4,247.84)	30,800.00	13,956.50

# Unexpended Budget Report

Friday, August 31, 2012

## 2012 Budget (Continued)

Woodbridge HOA Cash Accounting Year Starts January 1, 2012

	Month To Date			Year To Date			Annual Budget	
	Actual	Budget	Variance	Actual	Budget	Variance	Budget	Unexpended
EXPENSES (Continued)								
Expenses (Continued)								
Utilities								
4032 Electricity	712.33	541.66	170.67	4,173.46	4,333.34	(159.88)	6,500.00	2,326.54
4033 Water/Sewer	5,963.11	2,083.33	3,879.78	20,690.47	16,666.66	4,023.81	25,000.00	4,309.53
Total Utilities	6,675.44	2,624.99	4,050.45	24,863.93	21,000.00	3,863.93	31,500.00	6,636.07
Maintenance								
4042 Lighting	2,077.24	250.00	1,827.24	6,413.57	2,000.00	4,413.57	3,000.00	(3,413.57)
4043 Painting	0.00	83.33	(83.33)	581.61	666.66	(85.05)	1,000.00	418.39
4044 Gutter Repair/Maintenance	0.00	250.00	(250.00)	1,675.00	2,000.00	(325.00)	3,000.00	1,325.00
4045 Building Maint	(1,520.39)	166.66	(1,687.05)	300.00	1,333.34	(1,033.34)	2,000.00	1,700.00
4046 Roof Repair	0.00	83.33	(83.33)	0.00	666.66	(666.66)	1,000.00	1,000.00
4047 Landscape & Misc Grounds	2,345.33	1,441.66	903.67	12,401.96	11,533.34	868.62	17,300.00	4,898.04
4048 Grounds Contract	2,305.46	2,333.33	(27.87)	18,348.16	18,666.66	(318.50)	28,000.00	9,651.84
4049 Irrigation Repair	1,103.87	583.33	520.54	3,539.17	4,666.66	(1,127.49)	7,000.00	3,460.83
4051 Asphalt Repair	0.00	41.66	(41.66)	0.00	333.34	(333.34)	500.00	500.00
4052 Concrete Repair	0.00	833.33	(833.33)	11,232.50	6,666.66	4,565.84	10,000.00	(1,232.50)
4053 Pond Maint	0.00	708.33	(708.33)	7,098.18	5,666.66	1,431.52	8,500.00	1,401.82
4055 Snow Removal	0.00	750.00	(750.00)	4,012.50	6,000.00	(1,987.50)	9,000.00	4,987.50
4056 Trash Removal	377.84	416.66	(38.82)	3,452.34	3,333.34	119.00	5,000.00	1,547.66
4059 Contingency	0.00	83.33	(83.33)	0.00	666.66	(666.66)	1,000.00	1,000.00
4075 Misc. Maintenance	0.00	0.00	0.00	291.50	0.00	291.50	0.00	(291.50)
Total Maintenance	6,689.35	8,024.95	(1,335.60)	69,346.49	64,199.98	5,146.51	96,300.00	26,953.51
Reserve Expenditures								
4102 Workmens Comp.	0.00	0.00	0.00	(47.00)	0.00	(47.00)	0.00	47.00
6013 Water Line Reserve Expend	0.00	0.00	0.00	1,459.65	0.00	1,459.65	0.00	(1,459.65)
6005 Deck Reserve Expend	2,059.49	0.00	2,059.49	2,059.49	0.00	2,059.49	0.00	(2,059.49)
Total Reserve Expenditures	2,059.49	0.00	2,059.49	3,472.14	0.00	3,472.14	0.00	(3,472.14)
Total Expenses	21,183.58	16,584.41	4,599.17	129,094.12	120,957.98	8,136.14	180,600.00	51,505.88
<b>TOTAL EXPENSES</b>	21,183.58	16,584.41	4,599.17	129,094.12	120,957.98	8,136.14	180,600.00	51,505.88

# Unexpended Budget Report

Friday, August 31, 2012

<b>NET INCOME (LOSS)</b>	<u>(3,807.29)</u>	<u>(1,534.41)</u>	<u>(2,272.88)</u>	<u>(5,765.69)</u>	<u>(557.98)</u>	<u>(5,207.71)</u>	
<b>UNEXPENDED (OVER EXPENDED)</b>							<u>5,765.69</u>