

NCA APPROVED BUDGET 2018

	A	B	C	D	E	F	G	H	I	J	K	L
1	Account	Description		2017 Budget	% Change 17 to 18	\$ Change 17 to 18	2014 actuals	2015 Actuals	2016 Actuals (Pre-Audit)	% actuals to budget - 2017	2018 Budget	2017 Actuals as of 08/31/2017
2	OPERATING EXPENSES:											
3												
4	Swimming Pool Expenditure											
5	7110	Contract - Pool		48,000.00	0.00	0.00	48,533.33	47,298.31	47,466.66	67%	48,000.00	32,000.00
6	7130	Supplies & Exp. - Pool/Rec		8,000.00	0%	0.00	8,213.55	7,703.28	10,288.87	74%	8,000.00	5,959.38
7	7150	Non-Contract Pool Maintenance		N/A							500.00	0.00
8	7170	Utilities-Electricity-Pool/Re		6,000.00	0%	0.00	5,505.76	6,145.36	5,810.13	66%	6,000.00	3,984.20
9	7180	Utilities-Telephone-Pool/Rec		400.00	0%	0.00	750.41	361.00	414.65	67%	400.00	266.42
10	7190	Utilities-Water-Pool/Rec		3,200.00	0%	0.00	2,762.82	4,068.86	0.00	102%	3,200.00	3,260.55
11		Swimming Pool Expenditure		65,600.00	1%	500.00	65,765.87	65,576.81	63,980.31	69%	66,100.00	45,470.55
12												
13	Common Area Maintenance											
14	7220	Common Grounds Improvement		8,000.00	0%	0.00	1,050.79	7,575.23	30,336.00	2%	8,000.00	175.00
15	7260	Grounds Maintenance Contract		99,500.00	0%	0.00	94,594.96	97,359.96	99,307.08	67%	99,500.00	66,204.72
16	7290	Materials/Supplies		200.00	0%	0.00	244.89	98.66	0.00	207%	200.00	413.18
17	7310	New/Replacement Trees & Shrub		3,000.00	0%	0.00	5,561.08	1,829.39	2,561.41	0%	3,000.00	0.00
18	7360	Storage Lot Lighting		500.00	0%	0.00	491.05	452.69	457.27	65%	500.00	327.21
19	7365	General Repairs		4,000.00	0%	0.00	3,612.92	6,522.95	1,032.59	127%	4,000.00	5,081.56
20	7370	Tree Maintenance/Labor		26,000.00	0%	0.00	24,905.96	25,685.00	22,276.56	11%	26,000.00	2,875.00
21	7390	Pest Control		340.00					295.00	0.50	340.00	170.00
22		Common Area Maintenance		141,540.00	0%	0.00	130,461.65	139,523.88	156,265.91	53%	141,540.00	75,246.67
23												
24	Street Lts/Snow Rem/Trash											
25	7410	Private Trash Hauling service		350.00	186%	650.00	180.00	335.00	835.00	392%	1,000.00	1,371.00
26	7420	Snow Removal		10,000.00	0%	0.00	15,210.00	14,796.25	23,935.00	15%	10,000.00	1,481.25
27	7430	Street Lighting (THs only)		15,250.00	0%	0.00	15,107.19	14,832.75	14,619.58	64%	15,250.00	9,815.41
28	7435	Curb Painting/street repairs (THs only)		4,000.00	0%	0.00	8,640.30	8,719.00	4,020.62	63%	4,000.00	2,523.69
29	7440	Trash Clean up Day		250.00	0%	0.00	185.89	192.71	150.00	112%	250.00	280.42
30	7450	Trash Collection		113,500.00	-11%	-12,730.00	105,743.40	105,743.40	108,933.48	67%	100,770.00	75,562.56
31	7460	Trash-Kids Pick Up		100.00	0%	0.00	70.00	0.00	0.00	0%	100.00	0.00
32		Street Lts/Snow Rem/Trash		143,450.00	-8%	-12,080.00	145,136.78	144,619.11	152,493.68	63%	131,370.00	91,034.33
33												
34	Committee Expenses											
35	7510	Architectural Control: Expenses		0.00		0.00	0.00	0.00	0.00		0.00	0.00
36	7515	Architectural Control: Inspections		0.00		0.00	0.00	0.00	0.00		0.00	0.00
37	7520	Publicity: Newsletter Printing		5,000.00	0%	0.00	4,561.13		4,565.12	63%	5,000.00	3,163.70
38	7525	Publicity: Newsletter Typing/ web maintain		0.00		3,180.00	2,915.00	5,498.49	690.00		3,180.00	0.00
39	7530	Welcoming					0.00	3,020.00	0.00			
40	7550	Recreation: Activities		1,500.00	0%	0.00	1,118.01	589.72	483.57	5%	1,500.00	78.44
41	7570	Recreation: Youth Activities		200.00	0%	0.00	125.00	125.00	150.00	75%	200.00	150.00
42		Committee Expenses		6,700.00	47%	3,180.00	8,719.14	9,233.21	5,888.69	51%	9,880.00	3,392.14

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44	Administration Expenses											
45	7603	Accounting & Bookkeeping		14,500.00	2%	225.00	13,994.80	14,557.90	14,145.72	67%	14,725.00	9,666.66
46	7605	ADP Service		1,650.00	6%	100.00	1,595.00	1,574.50	1,651.52	67%	1,750.00	1,109.06
47	7607	Assistant Community Managers		11,750.00	2%	250.00	9,273.64	11,620.01	11,303.33	81%	12,000.00	9,568.88
48	7610	Audit & Tax Preparation		3,500.00	1%	50.00	3,300.00	3,400.00	3,450.00	0%	3,550.00	0.00
49	7612	Bad Debt Expense		2,000.00	0%	0.00	1,893.63	73.78	3,723.73	0%	2,000.00	0.00
50	7615	Bank Service Charges		25.00	0%	0.00	36.00	122.50	0.00	144%	25.00	36.00
51	7620	Community Manager		27,800.00	31%	8,600.00	22,947.64	26,732.21	20,531.98	54%	36,400.00	14,884.38
52	7623	Employee Bonuses		1,000.00	0%	0.00	1,500.00	1,500.00	1,000.00	0%	1,000.00	0.00
53	7625	Delinquency Processing		4,000.00	0%	0.00	4,955.00	5,265.00	3,645.00	75%	4,000.00	3,000.00
54	7630	Insurance and Bonds		9,500.00	0%	0.00	8,415.00	9,485.96	9,342.00	84%	9,500.00	7,970.00
55	7640	Collections Attorney		30,000.00	0%	0.00	42,572.12	29,241.11	26,765.96	65%	30,000.00	19,635.77
56	7639	General Counsel		3,000.00	0%	0.00	785.50	2,123.00	4,430.60	90%	3,000.00	2,705.00
57	new	Collections Attorney - NJF		0.00			0.00			0%	0.00	0.00
58	7650	Mileage Reimbursement		700.00	0%	0.00	582.67	572.80	767.13	50%	700.00	350.09
59	7652	quarterly invoices		3,600.00	0%	0.00	2,971.50	3,599.04	3,661.60	77%	3,600.00	2,758.16
60	7655	NCA Annual Board Reg in VA		450.00	0%	0.00	425.27	359.82	321.60	8%	450.00	35.00
61	7660	Office Equipment & expenses		1,500.00	0%	0.00	139.79	480.11	1,351.37	125%	1,500.00	1,874.29
62	7662	Office Mailings/Postage (Summit)		1,500.00	0%	0.00	2,293.13	1,770.64	1,778.99	79%	1,500.00	1,184.27
63	7665	Office Security Sys Monitoring		340.00	0%	0.00	483.48	328.48	328.48	64%	340.00	218.98
64	7667	Office & Web Page Supplies/Ex		1,500.00	0%	0.00	1,928.78	1,623.24	1,155.22	122%	1,500.00	1,831.14
65	7670	P.O. Box		100.00	10%	10.00	100.00	102.00	106.00	108%	110.00	108.00
66	7672	Postage (office)		1,700.00	0%	0.00	1,413.21	1,756.49	902.11	13%	1,700.00	213.89
67	7674	Printing (office)		700.00	0%	0.00	83.66	1,057.05	441.18	17%	700.00	122.06
68	7675	Rent-Meeting Room		250.00	-40%	-100.00	75.00	400.00	250.00	0%	150.00	0.00
69	7677	Returned Checks		0.00		0.00	-4.00	100.00	175.00		0.00	0.00
70	7678	reserve study		0.00		0.00	4,650.00				0.00	0.00
71	7680	Taxes - Income (Federal)		1,000.00	0%	0.00	0.00	1,867.00	800.00	10%	1,000.00	100.00
72	7681	Taxes - State		500.00	0%	0.00		786.00	0.00	0%	500.00	0.00
73	7683	Taxes - Other					0.00					0.00
74	7685	Taxes - Payroll		3,000.00	0%	0.00	2,873.51	3,152.66	2,592.54	61%	3,000.00	1,835.35
75	7687	Taxes - Unemployment					0.00					0.00
76	7690	Telephone (office and cell)		2,400.00	0%	0.00	2,137.51	2,495.73	2,895.75	68%	2,400.00	1,623.93
77		Administration Expenses		127,965.00	7%	9,135.00	131,421.84	126,147.03	117,516.81	63%	137,100.00	80,830.91
79		TOTAL OPERATING EXPENSES		485,255.00	0%	735.00	481,505.28	485,100.04	496,145.40	61%	485,990.00	295,974.60

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86												
87	RESERVES	Description	USE THIS LINE AS HEADER FOR RESERVES SECTION	2017 Budget	% change (2018vs2017)	\$ change (2018-2017)	2014 actual	2015 acutal	2016 actual	2018 Budget		2017 Actuals as of 8/31/2017
89	Contributions											
90	8000	Common Area Reserve Contribution		38,450.00	37.23	14,313.76	30,000.00	36,000.00	36,000.00	52,763.76		19,225.00
91	8001	Common Area Reserve - eminent domain earn		0.00		0.00	0.00	0.00	0.00	0.00		0.00
92		609.00	Residences (quarterly)	\$15.78	37.23	5.88				\$21.66		
93	8005	Street/Curb Reserve Contribution		78,950.00	3%	2,207.12	70,000.00	72,000.00	77,500.00	81,157.12		39,475.00
94		524.00	Town homes (quarterly)	\$37.67	3%	\$1.05				\$38.72		
95						\$0.00						
96	8010/6400	Interest Contribution		2,000.00	0%	\$0.00	2,482.18	17,862.28	5,145.06	2,000.00		2,441.41
97			Reserve Contribution	119,400.00	14%	\$16,498.22	102,482.18	125,862.28	118,645.06	135,898.22		61,141.41
99	INCOME:											
100	6000	Assessment Income		588,855.00				579,428.92	580,081.52	601,988.22		294,428.36
101		524.00	Town homes (quarterly)	\$248.27	2.23%	\$5.54				\$253.81		
102		85.00	Single Family Homes (quarterly)	\$201.42	2.23%	\$4.49				\$205.91		
103	6210	Late Fees (old) Delinquency Admin Reimb (new)		2,000.00	0.00	2,000.00	6,392.28	7,541.46	6,445.26	4,000.00		3,282.22
104	6100	Dislcosure packet inspections		1,800.00			2,800.00	2,000.00	1,850.00	1,800.00		1,200.00
105	6212	Legal Fee Reimbursement		5,000.00	40.00	2,000.00	12,343.45	8,374.56	14,056.28	7,000.00		6,806.65
106	6220	Miscellaneous Income		1,500.00	0.00	0.00	1,006.43	2,151.00	6,204.68	1,500.00		801.51
107	6235	Newsletter Ad Income		500.00	0.00	0.00	1,225.50	1,120.50	658.75	500.00		33.75
108	6254	Pool Fees		2,000.00	0.00	0.00	3,492.00	3,371.75	3,533.00	2,000.00		1,808.00
109	6280	Storage Lot Fees		900.00	11.11	100.00	990.00	940.00	1,045.00	1,000.00		10.00
110	6402	Interest Income, Operations Accounts		100.00	0.00	0.00	100.47	403.82	5,143.06	100.00		136.83
111			Total Income	602,655.00			28,350.13	605,332.01	619,017.55	619,888.22		308,507.32
112												
113	ASSESSMENT CALCULATIONS											
114												
115		Total Operating Expenses		485,990.00			Total NCA residences					
116		- Other Income		17,900.00								
117		- Street Lighting/curb painting		19,250.00								
118		Required Common Operating Expense Income		448,840.00	divided by	609.00			=	737.01		
119							Single Family			Townhomes		
121		Quarterly Common Operating Expenses per Residence					\$184.25			\$184.25		
122		Quarterly Common Area reserve contributions (total NCA residences)					\$21.66			\$21.66		
123		Quarterly Street/Curb reserve contribution (TH only)					n/a			\$38.72		
124		Quarterly street lighting/curb painting (TH only)					n/a			\$9.18		
125			Calculated Quarterly assessment				\$205.91			\$253.81		
128												