

**Yellowstone Condominium Owners Association
PO Box 160009; Big Sky, MT 59716**

**2012 Annual Owners Meeting
Saturday, August 18, 2012 @ 10:00 a.m.
Big Sky Water and Sewer District Building**

MINUTES

I. Call to Order

a. Establish Quorum

b. Introductions

The meeting was called to order at 10:05 a.m. by Chairman, Buddy Baker. A quorum was established with approximately 73% in either attendance or via proxy. Introductions were made around the room. The following owners were in attendance: Bob & Diane Doss, unit 75B (via conference call); Dave Hanson, unit 75D; Buddy Baker, unit 79A; Gary Carlson, unit 80C; Michael Awodey, unit 74B; Maggie Trimiew, unit 74A, Mike Harter, unit 60B, Curly & Nancy Hardyman, unit 60A, Sue & Pete Barber, unit 30B, Leoetta Mayer, unit 28A, and Joel & Jean White, unit 22C (via conference call). Others in attendance were: Rich Lindell, CPA; Scott Hammond, of Hammond Property Management (HPM); Ryan Welch (HPM); and Alison Gregory (HPM).

II. Approval of 2011 Annual Meeting Minutes

Mr. Baker entertained a motion to approve the 2011 Annual Meeting Minutes as presented. There were no changes requested. Mr. Carlson moved to approve the 2011 Annual Meeting Minutes as presented. Ms. Trimiew seconded the motion. All in favor; motion passed.

III. Old Business

Mr. Baker commented on the establishment of the YCOA Rules and Regulations that went into effect on May 1, 2012. It was requested at the 2011 Annual Meeting from numerous owners to establish a set of rules for the complex. The Rules and Regulations will be reported on in more detail later in the meeting.

IV. Board of Director's Report (*Please Refer to Exhibit A*)

Mr. Baker presented the Board of Director's Report. The following matters of interest were discussed:

1. 2012 Operating Budget

- a. Reflected a decrease of 8.3%.
- b. Reduction in annual assessments by \$850 per unit
- c. Mr. Lindell spoke to the reserve policy of the Board of Director's Report. The mortgage companies and lending institutions are now requiring condominium associations have at least 10% allocated for reserves. Those applying for loans will not be able to obtain loans if the Association does not reserve 10% or more. Currently, YCOA has 7% allocated to reserves. In moving forward with the 2013 budget, YCOA will increase the reserve amount and begin allocating at least 10% toward the reserves. The Board will consult with HPM on future deferred maintenance projects to help establish the appropriate percentage, above the required 10%, for the reserves. The Board

anticipates the budget will show a gradual increase in the coming years. The increase in reserves will best serve the HOA for future projects in that saving more each year as the years accumulate will result in the possibility of not having to special assess a large sum to the owners at one time for a project.

2. Exterior Renovation Project

Special thanks were said to Bob Doss for his leadership of the ad-hoc committee that developed the project plan and assisted in the selection of the contractors, Dependable Paint & Drywall, Inc. and Biggerstaff Construction Company. The HOA performed extremely well by coming in under budget on the project. The owners are happy with the renovations at the complex. Ms. Trimiew stated a Big Sky realtor commented there has been more interest in YCOA since the renovation project.

3. Rules and Regulations

The rules and regulations went into effect May 1, 2012. The response has been great and there has been improvement already. This allows HPM guidance and authority to maintain uniformity throughout the complex.

Mr. Hammond advised all owners to feel free to call Hammond Property Management, Inc. anytime they notice a violation and/or have any questions. HPM will address owner's concerns and appreciate their interaction.

A couple of the owners present requested additional signage be installed in the pool building and would like a "No Smoking" sign and a "No Glass Containers" sign installed. HPM will move forward with installing the signs in the pool building.

4. Renewal of Management Contract

Some changes were made to the management contract with HPM. Please refer to the Board of Director's Report (Exhibit A).

V. Manager's Report (*Please Refer to Exhibit B*)

Mr. Hammond presented the Manager's Report. At the conclusion of the Manager's Report, Mr. Baker asked Mr. Hammond to discuss his thoughts on the deferred maintenance of the buildings and complex. Mr. Hammond stated now that the Renovation Project is complete and all buildings are uniformed and in the same condition, it is time to do maintenance on a rotation basis. In other words, instead of addressing maintenance concerns on all buildings at once and having to special assess to pay for the maintenance, it is better to plan for a rotation of performing maintenance on 2-3 buildings per year over a 3, 5, or 7 year basis. This also allows the HOA time to save money toward deferred maintenance and use a little each year to address maintenance concerns. For example, Mr. Hammond would like to go in the direction of spot painting throughout the complex and address annually. Not all side of the buildings will need painting at the same time. Mr. Hammond explained it is better to allocate funds to spend annually and determine what sides of the buildings need painting and address in that fashion. It is best to try and step away from the concept of painting entire buildings at one time and throwing away money on areas where paint is not needed.

Mr. Carlson had a few questions regarding: 1) sealing of the walkways; 2) sprinkler system; and 3) snow removal along the walkways. Mr. Hammond addressed Mr. Carlson's questions. 1) The asphalt walkways are starting to peel. There are multiple areas affected. HPM will address the areas in need and make a recommendation to the Board to apply a seal coat to the walkways. 2) There are numerous brown spots throughout the complex. HPM will make adjustments to

several sprinkler heads throughout the complex. There are some sprinkler heads that need to be replaced. The irrigation system is marginal for the complex. HPM will obtain an estimate to update the irrigation system at the complex. However, this will be for discussion as this is a large project to replace and/or update the sprinkler system as well as being costly. However, it will be beneficial to understand the costs involved with bringing the irrigation system to an above marginal system.

There were no other questions. The Board and owners present thanked HPM for their services and job well done.

VI. Financial Report (*Please Refer to Exhibit C*)

Mr. Lindell, CPA, presented the financial report for YCOA. Mr. Lindell began with the Statement of Assets, Liabilities, and Fund Balances. This financial report is as of 7/31/2012. YCOA's year end is 12/31/2012. The Association currently has \$30,761 in cash. There are \$13,294 assessments receivables. Total assets are \$44,055. Total liabilities are \$43,376. Mr. Lindell recommends taking \$58,724 from the operating fund and allocating to the reserve fund. If those funds are allocated to the reserve fund, total fund balance is \$66,168 for operating and \$149,753 for reserve totaling \$215,921. The Association is well funded from a cash liquidity standpoint. The balance sheet is well funded and the Association has a strong cash balance.

Mr. Lindell then presented the Statement of Revenues, Expenses, and Changes in Fund Balance as of 7/31/2012. Total revenues are \$106,507. Total operating expenses are \$66,881. Total reserve expenses are \$619 from the Renovation Project. Total expenses are \$67,500. The fund balances at 7/31/2012 for operating is \$64,735 and for deferred maintenance is \$54,083, totaling in \$118,818. The Renovation Project is now completed and has been closed out. The deferred maintenance is 45% of total funds. The operating expenses should be on track at the end of the year (12/31/2012). If there is a surplus at the end of the year, that amount will be transferred into the reserve account. Mr. Lindell would like to establish a resolution to create a YCOA savings account at Big Sky Western Bank. Currently, there is only a checking account. It is good practice to have a separate savings account and have the ability to transfer over surpluses from the operating account (checking account) to a savings account. The savings account will be an interest bearing account and monies transferred will grow with interest. The Board agrees with Mr. Lindell's recommendation and will move forward in the direction of opening a savings account at Big Sky Western Bank.

Mr. Lindell concluded with discussion on Schedule I of the financials. Schedule I is dated 7/31/2012 and reflects what has been spent in each line item for operation of the Association. In the administrative expenses, the Association has spent \$12,494 with \$11,221 remaining for the remainder of the year. In the maintenance expenses, the Association has spent \$31,775 with \$19,725 remaining for the remainder of the year. For the pool area expenses, the Association has spent \$14,129 with \$15,171 remaining. In the services expenses, the Association has spent \$8,483 with \$16,417 remaining. No reserves have been spent this year. The Association is doing very well with expenses. The Association is roughly \$20,000 below where they were at this time last year. The HOA's financial performance continues to get stronger. The total budget for 2012 is \$139,415. In moving forward with 2013's budget, Mr. Lindell and the Board would like to see the total budget increase to roughly \$150,000. This is necessary to allow for the reserves to be at the necessary 10% as required by mortgage companies and lending institutions. The Board is

striving toward allocating 15% to the reserves to better prepare the Association for funding deferred maintenance.

There was no other discussion regarding the financials. Mr. Baker entertained a motion to accept the financials as presented. Ms. Mayer made a motion to accept the financials as presented. Mr. Barber seconded the motion. All in favor; motion passed.

VII. Review of Owner Correspondence and Presentation of Other Owner Issues

There was no owner correspondence submitted and/or presented. Mr. Baker commented on a note received from an owner who thanked the Board for their leadership and was very pleased with job well done with the Renovation Project. The owners' present and fellow Board members thanked Ms. Trimiew and Ms. Doss for putting together the Rules and Regulations. The Board thanked the owners for their participation and presence.

VIII. Nominations for Board of Directors

Mr. Baker opened the floor for nominations for positions on the Board of Directors. The Board members are elected to a one year term. The following owners are interested in remaining and/or serving on the Board of Directors:

- 1) Buddy Baker
- 2) Diane Doss
- 3) Maggie Trimiew
- 4) Joel White
- 5) Pete Barber
- 6) Dave Hanson

There were no other nominations. Mr. Carlson moved the nominations be closed. Ms. Mayer seconded the motion. All in favor; nominations closed. A ballot was required as there were 6 nominees for 5 Board positions. Mr. Baker passed out the ballots and then collected the ballots. The ballots were handed to the accountant, Mr. Lindell, to tally.

IX. Ballot Tally for Board Election and Announcement of 2012/2013 Board of Directors

Mr. Lindell announced the percentages of the vote counts for the nominations as listed above. They are:

- Diane Doss 85.9%
- Pete Barber 85.5%
- David Hanson 80.7%
- Maggie Trimiew 79.8%
- Buddy Baker 78.9%
- Joel White 14.3%

The elected Board members for 2012/2013 are as follows:

- 1) Buddy Baker, Chairman
- 2) Maggie Trimiew, Treasurer
- 3) Diane Doss, Secretary
- 4) Pete Barber, Officer
- 5) David Hanson, Officer

X. New Business

There was no new business to discuss.

XI. Discussion of 2013 August Annual Owner's Meeting

Mr. Baker asked if mid-August works well for the owners. The owners present agreed mid-August was a good time. Mr. Baker will work with HPM and the accountant on their availability for August 2013. A date will be established and the ownership will be notified.

XII. Adjournment

Mr. Hanson made a motion to adjourn the meeting at 12:00 p.m. Mr. Hardyman seconded the motion. All in favor; motion passed; meeting adjourned.

NOTE: THESE MINUTES WERE TAKEN AND TRANSCRIBED BY ALISON GREGORY, BUSINESS MANAGER/EXECUTIVE ASSISTANT, HAMMOND PROPERTY MANAGEMENT, INC.

**YELLOWSTONE CONDOMINIUM OWNERS ASSOCIATION
ANNUAL OWNERS MEETING
BOARD OF DIRECTORS REPORT
August 18, 2012**

MATTERS OF INTEREST:

- 1. 2012 Operating Budget:** The first order of business for the Board each year is the adoption of an Operating Budget for the Association. The Budget is the basis for the quarterly assessments to Owners. Using a “zero-based” budgeting philosophy and working closely with Scott Hammond and Rich Lindell, CPA, the Board adopted the Budget for 2012, which reflected a **decrease of 8.3%** compared to the 2011 Budget. The Operating Budget has been **decreased by 21.6%** in the past two years:

<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>Diff.</u>
\$165,000	\$141,140	\$129,415	<\$35,585>

This decrease in budgeted Operating Expenses has saved the average Ownership Interest (which is 2.38%), \$847.26 in assessments in 2012 as compared to 2010.

The Board anticipates that the focus of the 2013 Budget will change in two distinct areas. First, the Association should develop a detailed plan for *maintaining* the improvements that were made in last year’s exterior renovation project. Realistically, this will likely result in escalating maintenance costs in coming years as we get further from the completion of the project. Secondly, the Association needs to adopt a Reserve Policy so that adequate funds are available in the future for capital improvements such as roof replacement, etc. as needed. If future Boards adopt this focus, it is unlikely that large special assessments will be needed in the foreseeable future.

- 2. Exterior Renovation Project:** At the time of last year’s Annual Owners meeting, the project was well underway and was essentially completed prior to the winter season in 2011. The total cost for the project was \$244,330. The Owners who elected to pay their proportionate share of the cost in a one-time lump sum were 63.4% of the Ownership interests (\$154,805). The remaining Owners, 36.6% of Ownership interests (\$89,525), elected to finance their proportionate share over a five-year period utilizing a loan arranged by the Association at the Big Sky Western Bank.

Special thanks are expressed to Bob Doss for his leadership of the ad hoc committee that developed the project plan and specifications that resulted in the selection of the two prime contractors, Dependable Paint & Drywall and Biggerstaff Construction Company. The project was completed under the projected cost and within the allotted timeframe due to effective on-site supervision of the contractors by Hammond Property Management and Board Chairman Buddy Baker.

3. **Rules and Regulations:** The Board of Directors was charged at the Annual Owners meeting last August to develop a set of Rules & Regulations to govern everyday life at Yellowstone Condos. Board members Diane Doss and Maggie Trimiew worked with Ali Gregory to put together the initial draft that was adopted with a few revisions on May 1, 2012. All Owners received a copy of the Rules and Regulations by certified mail. Formalizing these common sense rules has provided guidance and authority to HPM assure that all Owners and tenants of Yellowstone Condos have peaceful and enjoyable use of their residences.
4. **Renewal of Management Contract:** The Board of Directors approved renewal of the Management Contract with Hammond Property Management for 2012, with one revision. Snow plowing of the driveways and parking areas for the 2012 winter season was removed as a service provided by HPM. However, HPM retained the responsibility for recommending and supervising the Association's snow removal contractor. HPM continues to be responsible for shoveling and maintaining walkways from the parking areas to the condo entrances. HPM was awarded a 5% increase in its management fee (minus snow plowing) for 2012, as recognition of their performance since assuming management responsibility November 1, 2010.

Respectfully submitted,

2011-2012 YCOA Board of Directors

James "Buddy" Baker

Jerry Gleicher

Diane Doss

Margaret Trimiew

George Rodriguez



Yellowstone Condominium HOA
Yellowstone Annual Owner's Meeting
August 18, 2012 @ 10:00 a.m.

Manager's Report

Thank you so much for allowing Hammond Property Management the opportunity to service the Yellowstone Condominiums this year. We have enjoyed the services we have performed at Yellowstone and hope they exceed your expectations. Below is a list of projects completed in 2011/2012 outside of routine maintenance. Please review the following:

Fall/Winter 2011

- Picked up trash around the dumpster building.
- Deposited laundry money at Big Sky Western Bank.
- Subcontracted All City Glass, Inc. to replace broken window from a golf ball at unit #30A.
- Diagnosed irrigation concern; master valve was loose on main line; repaired.
- Discovered several breakers and GFI's tripping; Subcontracted Amp Electric, Inc. to diagnose the problem; they discovered a bad breaker and replaced the GFI.
- Reset breakers for irrigation clock in front of unit #30B.
- Met with Ron Gay with 3 Rivers, Inc. to discuss fiber optic installation on buildings.
- Replaced high pressure sodium bulb on light fixture on the pool building.
- Reattached chimney cap at unit 30C.
- Winterized irrigation system.
- Picked up trash around the dumpster building.
- Met with All City Glass, Inc. to obtain screen estimates to protect windows from golf ball damage.
- Assist FWP with bear extraction in dumpster.
- Subcontracted Elevation Construction to install fence around the utility boxes.
- Installed protective glass over existing glass for unit's 44D, 80C and 80D.
- Performed an exterior light check throughout the complex; replaced exterior bulbs in parking area.
- Set up storage area and cleaned out the pool mechanical room.
- Greased wheel barrel.
- Subcontracted Livingston Junk Removal to tow away junk car at no cost to the Association.
- Installed a new pool pump as the bearings on the old pool pump seized.
- Subcontracted Sherwin Williams, Inc. to clean the pool area due to mold
- Changed hardware bolts on the dumpster latches.

- Clean and consolidated dumpster areas from holidays.

Winter 2012

- Removed Christmas trees from campus.
- Turned up ventilation fan for pool buildings.
- Adjusted flow switch in the spa heater.
- Removed concrete form from building #22.
- Evaluated negative drainage areas against all buildings throughout the complex.
- Chipped ice and spread gravel on icy walkways.
- Subcontracted Ducello's Appliance Repair to look at dryer in laundry room; motor was bad; replaced motor.
- Hung new pool, wood, laundry, dumpster, and fire exit signs at the complex.
- Changed light bulbs in the parking areas.
- Cleaned dryer vents.
- Re-installed t-post for "No Parking" in fire lane.
- Picked up after dogs throughout the complex.
- Re-attached women's shower valve in pool building.
- Swept walkways and parking areas.
- Chipped ice on the sidewalks and entries throughout the complex.
- Scheduled Grizzly Snow Removal to perform a parking lot clean up at the campus.
- Deposited laundry money at Big Sky Western Bank.

Spring/Summer 2012

- Performed spring cleanup around campus. Spring cleanup included power raking, pruning, and weeding.
- Picked up trash around the complex.
- Met with the State Health Department to obtain pool license.
- Subcontracted Mountain Scapes, Inc. to landscape bed at entry sign.
- Subcontracted Amp Electric, Inc. to remove 3 phase power and supply for old pool floor boiler.
- Subcontracted Gallatin Water Works, Inc. to repair irrigation and adjust heads throughout complex.
- Drained pool/spa and cleaned with muriatic acid; refilled pool/spa and prepared for opening.
- Picked up trash throughout the complex.
- Picked up trash around the dumpster building.
- Deposited laundry money at Big Sky Western Bank.
- Swept parking lots.
- Deposited laundry money at Big Sky Western Bank.
- Subcontracted Old World Accents, Inc. to repaint first four feet of pool area for mold.
- Installed walkway stones at unit's 75B stairway.
- Subcontracted Canyon Chimney Sweeps, Inc. to perform annual chimney inspections/cleans throughout the complex.
- Engaged with Northwestern Energy to correct meters at building 74; the meters were switched and labeled incorrectly.
- Subcontracted Mountain Scapes, Inc. to install a French drain at unit 22D as well as a retaining wall at unit 22C.

- Subcontracted Mountain Scapes, Inc. to complete entry sign landscape project and drainage areas at building 22.
- Implemented new YCOA rules and regulations; posted multiple violation notices; violations were resolved.
- Performed a light check throughout the complex and changed out several light bulbs.
- Subcontracted Gallatin Water Works, Inc. to repair irrigation in front of building 60.
- Adjusted irrigation clocks to comply with water restrictions.
- Subcontracted Ducello's Appliance to repair broken dryer heating element; They also repaired a broken washing machine's drive coupler.
- Subcontracted Old World Accents, Inc. to paint the inside of dumpster buildings.
- Replaced broken irrigation head along the road behind building 16.
- Installed missing belly bands on building 75.

YELLOWSTONE CONDOMINIUM OWNERS ASSOCIATION

FINANCIAL STATEMENTS

As of July 31, 2012 and July 31, 2011

and

SUPPLEMENTARY INFORMATION

as of July 31, 2012

For Management Discussion Only

YELLOWSTONE CONDOMINIUM ASSOCIATION
Statement of Assets, Liabilities & Fund Balances
As of June 30, 2012 & June 30, 2011

	<u>July 31, 2012</u>			<u>7/31/2012</u>
	<u>Operating Fund</u>	<u>Reserve Funds</u>	<u>Total Funds</u>	<u>Total Funds</u>
ASSETS				
Cash and cash equivalents	\$ 106,795	\$ -	\$ 106,795	\$ 30,761
Due (to) from other funds	(58,724)	58,724	-	-
Assessments receivable	11,938	674	12,612	13,294
Prepaid expenses	6,159	-	6,159	-
Long Term Assets			-	
Renovation Loan-Owners	-	90,355	90,355	-
Total Assets	<u>\$ 66,168</u>	<u>\$ 149,753</u>	<u>\$ 215,921</u>	<u>\$ 44,055</u>
LIABILITIES				
Accounts payable	1,433	-	1,433	43,376
Long Term Liabilities				
Renovation Loan - BSWB	-	95,670	95,670	-
Total Liabilities	<u>1,433</u>	<u>95,670</u>	<u>97,103</u>	<u>43,376</u>
FUND BALANCE	<u>64,735</u>	<u>54,083</u>	<u>118,818</u>	<u>679</u>
Total Liabilities & Fund Balance	<u>\$ 66,168</u>	<u>\$ 149,753</u>	<u>\$ 215,921</u>	<u>\$ 44,055</u>

YELLOWSTONE CONDOMINIUM ASSOCIATION
Statement of Revenues, Expenses and Changes in Fund Balance
January 1, 2012 through July 31, 2012

	<u>Operating</u>	<u>Deferred Maintenance</u>	<u>Renovation Project</u>	<u>Total</u>
Revenues				
Assessments	97,061	7,500		104,561
Laundry Income	1,421			1,421
Penalties	525			525
Total Revenues	99,007	7,500	0	106,507
Operating Expenses				
Administrative:				
Accounting	3,500			3,500
Annual Meeting	0			0
Legal	0			0
Corporate Fee	15			15
Insurance	8,212			8,212
Office and Postage	767			767
Maintenance:				
Building	1,200			1,200
Building Stain	0			0
Chimney Maintenance	2,200			2,200
Landscape	4,050			4,050
Manager Contract	24,325			24,325
Recreation Area:				
Health License	0			0
Pool Electricity/Propane	12,487			12,487
Pool Building Repair	480			480
Pool Water/Sewer	0			0
Pool Supplies	1,162			1,162
Services:				
Electricity	241			241
Firewood	3,300			3,300
Garbage	4,495			4,495
Snowplowing	0			0
Telephone	301			301
Water -Variable/Irrig.	146			146
Total Operating Expenses	66,881	0		66,881
Reserve Expenses				0
Renovation Project		0	619	619
Total Expenses	66,881	0	619	67,500
Excess Revenues Over Expenses	32,126	7,500	(619)	39,007
Fund Balance at 01/01/2012	32,609	20,087	27,115	79,811
Transfer	0	26,496	(26,496)	0
Current Qtr Assessment	0	0	5,315	5,315
Deferred Revenue	0	0	90,355	90,355
Loan Payable	0	0	(95,670)	(95,670)
Fund Balance at 07/31/2012	<u>64,735</u>	<u>54,083</u>	<u>0</u>	<u>118,818</u>

Richard T. Lindell II, CPA

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Accountant's Compilation Report

To the Board of Directors of Yellowstone Condominium Association:

We have compiled the accompanying statement of assets, liabilities and fund balance of Yellowstone Condominium Association as of July 31, 2012 and July 31, 2011, and the related statements of revenues, expenses, and changes in fund balance for the seven months ended July 31, 2012 and the accompanying supplementary information contained in Schedule I for the periods ending December 31, 2012 and June 30, 2012 which is presented only for supplementary analysis purposes, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements and supplementary schedules information that is the representation of management. We have not audited or reviewed the accompanying financial statements and supplementary schedules and, accordingly, do not express an opinion or any other form of assurance on them.

Management (the board of directors) has elected to omit substantially all of the disclosures and the statement of cash flows required by generally accepted accounting principles. If the omitted disclosures and statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Yellowstone Condominium Association financial position and results of operations. Accordingly, these financial statements are intended solely for the information and use by Yellowstone Condominium Association members and their Board of Directors, and should not be used by others who are not informed about such matters.

The American Institute of Certified Public Accountants has determined that supplementary information about the future major repairs and replacements of common property is required to supplement, but not required to be a part of, the basic financial statements. The Yellowstone Condominium Association has not presented this supplementary information.

We are not independent with respect to Yellowstone Condominium Association.

Lindell & Associates, P.C.

Big Sky, Montana
August 16, 2012

YELLOWSTONE CONDOMINIUM ASSOCIATION
Schedule I - Budget, Actual Expense, Actual Comparison & Prior Actual Expense
As of July 31, 2012

	Current Year			Prior Year
	12 Month Budget	Actual YTD	YTD (Over)/Under	Actual 12 Months
Operating Expenses				
Administrative:				
Accounting	6,000	3,500	2,500	7,507
Annual Meeting	200	0	200	45
Corporation Fee	15	15	0	15
Insurance	16,500	8,212	8,288	16,486
Legal	500	0	500	1,260
Office Expenses/Postage	500	767	(267)	934
	<u>23,715</u>	<u>12,494</u>	<u>11,221</u>	<u>26,247</u>
Maintenance:				
Building	2,500	1,200	1,300	5,426
Building Stain/Decks	500	0	500	0
Chimney Cleaning/Repair	2,500	2,200	300	2,425
Landscape	2,500	4,050	(1,550)	3,743
Manager Contract	43,500	24,325	19,175	45,000
	<u>51,500</u>	<u>31,775</u>	<u>19,725</u>	<u>56,594</u>
Pool Area:				
Health License	275	0	275	325
Pool Electricity	21,000	12,487	8,513	21,324
Pool Building Repair	5,000	480	4,520	7,989
Pool Water/Sewer	2,000	0	2,000	1,013
Pool Supplies	1,025	1,162	(137)	923
Propane	0	0	0	0
	<u>29,300</u>	<u>14,129</u>	<u>15,171</u>	<u>31,574</u>
Services:				
Electricity-Outside Lights	675	241	434	526
Firewood	6,000	3,300	2,700	5,550
Garbage	7,200	4,495	2,705	8,043
Storage	0	0	0	0
Snowplowing	3,500	0	3,500	3,150
Telephone	525	301	224	506
Water and Irrig/Variable	7,000	146	6,854	7,599
	<u>24,900</u>	<u>8,483</u>	<u>16,417</u>	<u>25,374</u>
Total Operating Expenses	129,415	66,881	62,534	139,789
Reserves				
Deferred Maintenance Reserve	10,000	0	10,000	0
Exterior Renovation**	0	619	(619)	238,990
Total Budget	<u>139,415</u>	<u>67,500</u>	<u>71,915</u>	<u>378,779</u>
Owner Loan - Renovation	<u>21,260</u>	<u>15,945</u>	<u>5,315</u>	