

Beginning & Ending Account Balance					16,239.96		Maintenance & Operations Balance Sheet													
CSCA 2023 Maintenance & Operations	Budgeted	Actual	Budgeted Used	% of Total Expenses	January	February	March	April	May	June	July	August	September	October	November	December				
Utilities & Maintenance																				
Electricity	441.54	186.15	42%	15%	36.67	36.62	37.40	37.31	37.46	37.36	0.00									
Water	643.32	177.91	28%	15%	27.15	27.15	27.15	27.15	27.15	69.31	0.00									
Landscaping	1,985.00	325.00	16%	27%	0.00	0.00	0.00	0.00	100.00	225.00	0.00									
Snow Removal	1,792.20	422.39	24%	35%	0.00	422.39	0.00	0.00	0.00	0.00	0.00									
Insurance																				
Business Policy		865.00	0.00	0%	0%	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
CSCA Directors & Officers Liability		1,187.00	0.00	0%	0%	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Technology, Resources, & Services																				
Postage, Shipping, & Supplies	906.82	21.00	2%	2%	316.29	21.00	0.00	0.00	0.00	0.00	0.00	0.00								
Additional Expenses	0.00	117.25			0.00	117.25 [1]	0.00	0.00	0.00	0.00	0.00	0.00								
Legal Counsel	0.00	0.00	#DIV/0!	0%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Government Expenses	50.00	50.00	100%	4%	0.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00								
Storage	0.00	0.00	#DIV/0!	0%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Bank Charges/Fees	0.00	39.32		3%	0.00	39.32	0.00	0.00	0.00	0.00	0.00	0.00								
Un-Budgeted Expenses	0.00	0.00		0%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Deposit Refunds	0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
M&O Acct Total Debits	7,870.88	1,221.77	16%		380.11	663.73	64.55	64.46	164.61	381.67	0.00	0.00	0.00	0.00	0.00	0.00				
Less Payments from Escrow		0.00																		
Total M&O Expenditures	7,870.88	1,221.77	16%	0.00	380.11	663.73	64.55	64.46	164.61	381.67	0.00	#REF!	0.00	0.00	0.00	0.00				
M&O Account Revenue & Credits																				
Annual Assessment Dues (\$215 x 46)	9,890.00	3,655.00			6,020.00	3,440.00	0.00	0.00	215.00	0.00	0.00	0.00								
Returns/Credits		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Plan Review Deposits		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
House Number Signs		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Transfer From Reserve Account		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
M&O Account Total Credits	9,890.00	3,655.00	0.00	0.00	6,020.00	3,440.00	0.00	0.00	215.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Less New Deposits Placed in Escrow		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Less House # Sign Revenue		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Less Credits from Transfers		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Total M&O Budget Revenue & Credits	9,890.00	3,655.00	0.00	0.00	6,020.00	3,440.00	0.00	0.00	215.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
M&O Budget Surplus/Deficit	\$2,019.12	\$2,433.23		\$0.00	5,639.89	\$2,776.27	\$2,776.27	(\$64.46)	\$50.39	(\$381.67)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
M&O Account Balance (Beginning of Mo)																				
Less Deposits Held in Escrow					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		#REF!	#REF!	#REF!				
Beginning Operating Cash Balance		16,239.96			16,239.96	21,879.85	24,656.12	24,591.57	24,527.11	24,577.50	24,195.83	0.00	#REF!	#REF!	#REF!	#REF!				
Plus Revenue, Credits, & Transfers		3,655.00			6,020.00	3,440.00	0.00	0.00	215.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Less New Deposits Placed in Escrow		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Plus Refunds Made from Escrow		0.00			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00								
Less Total Account Debits		1,221.77			380.11	663.73	64.55	64.46	164.61	381.67	0.00	0.00	0.00	0.00	0.00	0.00				
Ending Operating Cash Balance		18,673.19			21,879.85	24,656.12	24,591.57	24,527.11	24,577.50	24,195.83	0.00	#REF!	#REF!	#REF!	#REF!	#REF!				

References

Bylaws

Assessments

16.1 Annual Budgets

Board must annually create **Operating Budget** in consideration of **Maintenance & Services, Future Needs, Previous Overassessments, & Contingency Funds**. Budget is **automatically adopted** unless petitioned by 20% of membership to reconsider. Petition requires a meeting where budget shall be adopted unless 75% of membership votes to reject it.

16.2 Capital Improvements

Board may spend up to \$10,000 for Capital Improvement and impose a Special Assessment of the membership, without requiring approval. Any such assessment requires a corresponding Common Property Reserve Account Assessment. Expenditures and Assessments exceeding \$10k require approval of 75% of those voting, not the entire membership.

16.3 Reserve Account

(a) Assessments

Used **exclusively for replacement of items of Common Property. May not be used for regular or periodic maintenance expenses.**

(b) Changes

Requires Annual Inventory of Common Property and corresponding Assessment. Requires 75% of Membership Votes to increase, reduce, or eliminate this fund.

16.4 M&O Fund Assessment

Used exclusively for **promoting the recreation, health, safety and welfare of the residents**, and in particular for the **improvement, maintenance and operation of properties, services, facilities, and common areas**, and for the **operation of the association**, including but not limited to:

(a) Mx, Utilities & Services

See Bylaws Article XIV

(b) Insurance

See Bylaws Article XII

(c) Taxes

Assessed Against Common Areas or Improvements

(d) Other Services

Including but not limited to **Accounting, Legal and Secretarial Services**

Assess Lots annually to Fund M&O Account, and may include amounts to establish reserves to meet extraordinary expenses.

16.5 Payment of Assessments

Requires notice of 30 days. Due on or before date set by the corporation in the notice.

CC&Rs

Assessments

9.1 Annual Budgets

9.2 Operating Assessment

Amount of assessment is determined by dividing annual budget by number of lots. Increases beyond 10% require majority vote of membership.

[1] annual meeting

Coffee and pastries

Reimbursed Ann Thompson and Lynn Virtue