



THE WOODS AT GRASSY CREEK
HOMEOWNERS ASSOCIATION
Website: <https://woodsatgrassycreek.com/>
Email Address: woodsatgrassycreek@gmail.com

HOA Annual Meeting Agenda/Notes

Wednesday, November 3, 2022 at 6:30 p.m.

Creston Middle School Cafeteria

Board members in attendance: 5

Homeowners in attendance: 20

Agenda

Meeting come to order: 6:34 p.m.

1. Board membership

- Board members introduced themselves:
 - o Trish Shuhilo, President
 - o Gerard Merchant, At Large
 - o Ron Harrod, At Large
 - o Natalie Scaife, At Large
 - o Zach Guest, Treasurer
- Board is currently short a Vice President and Secretary; Lori Edwards resigned due to other commitments; Marcy Medley has moved out of WGC; in addition, Jim Edwards had helped with pool keys and has resigned as well. *We thank all these individuals for their service to the community!!*
- Meredith Rowan will be joining the board, role TBD; Board will meet in December/January to start 2022 discussions.
- Board is in need of new members to fill open roles or learn more about roles in preparation for future board resignations. If you are interested in getting involved, please complete and submit the form on the WGC website. Even if you don't want to be on the board but want to get involved, send us a form and we'll find ways for you to get involved on your terms.

2. Year in review

- Houses still selling well in the neighborhood; 18 homes thus far this year with a few going over the \$310k mark; we want to make sure the neighborhood maintains its value and that is through all of us, not just the Board members, working together to help make that happen.
- **FUN Committee:** Started by WGC homeowners that wanted to get community events together and give opportunities for homeowners to engage; 3 events in 2021: Cookout/Ice Cream Social/Trunk or Treat-Chili Cook-off; thinking ahead to ideas for 2022; look for more information in the Spring
- **Architectural Reviews:** Gerard is now handling the Architectural Review process; in 2021, 18 ARC reviews submitted/completed; 8.47 day turnaround time; the ARC review process has been digitized; **PLEASE**, if you are submitted ARC reviews for exterior changes or improvements to your homes in the future, use the form on the website, AND COMPELTE USING ADOBE ACROBAT and digital signature. If forms are printed, completed in handwritten fashion and submitted, it severely delays the process. A link to download Adobe Acrobat will be added to the WGC



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website and a note added to the ARC review form in the coming weeks to remind homeowners to submit digitally.

- **Towing exception activity:** This was a big topic at last year's and the Spring HOA meeting; 61 towing exceptions requested and granted in 2021 thus far, with a <1 hour response on most requests.
- **Violation Management:** This year to date, 141 violations in the neighborhood total.
 - o 141 first violations
 - o 34 second violations (i.e., individual has not remedied the situation on the first violation)
 - o 1 escalation to legal

3. New Business

- **Reserve study overview:** Document included provides an overview of the Reserve Study process and what documents we will receive from the company; 4 bids were taken for Reserve Study process and company called Building Resources was chosen. Goal is to have reserve study report and initial findings/recommendations ready for May HOA meeting discussion.
- **Neighborhood enhancements survey results:** Group in attendance walked through the neighborhood's survey selections from the summer enhancement survey; attendees voted on which items they would like to see quotes for in the future. Will bring that information to a future meeting.

4. Budget review: Budget documents attached (pages 7 and 8 of this document)

- **Page 7:** Shows budget with base numbers from winning bids; Important callouts:
 - o Items in yellow show costs we can control through bids; others are out of our control
 - o Annual dues: \$412/annual x 200 homeowners = \$82,400
 - o 4.5% delinquency rate on dues: Lowest in history
 - o Significant increase in some bids due to increase in costs on goods, labor, gasoline, etc. – especially on landscaping and pool maintenance contract
 - o Competitive bids received for all services: Showed closest competitive cost to winning bid (winning bid input into budget spreadsheet)
 - o Discrepancy between dues and costs was over \$19k; tolerable of \$5k maximum (accordingly, board had to make decisions on where to make adjustments)
- **Page 8:** Shows "after" budget, to get costs down with in the \$5k tolerable; adjustments made include:
 - o Budgeting mowing down to 26 cuts/year vs. 28
 - o Reduce mulching; 2022 will be limited to entrances and eyelets; looking for a longer-term solution for playground mulch
 - o Reduce pre-emergent fertilizing to 3 times during season vs. 5
 - o To make up the remaining amount, annual dues increasing to \$432/homeowner (5% increase by board vote allowed within covenants)

5. Open discussion

- **Homeowner questions on specific concerns around the neighborhood:** All questions or concerns can be sent to the woodsatgrassycreek@gmail.com email address ANYTIME to have the board take a look. Reinforced that it will take ALL WGC homeowners to keep this neighborhood looking good, and neighbor help/vigilance is needed. **Follow-up:** For the two



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issues raised at the meeting, violations have been sent to two homeowners covering multiple issues.

- **Sheds:** Sheds are not allowed in WGC under the covenants AND under zoning. If we wanted to pursue sheds in the neighborhood, we are looking at a minimum of \$10,000 in legal fees in addition to approval from 75% of ALL WGC homeowners. Not addressing at this time.
- **Pool:** Due to the long-term expenses with the pool and growing security concerns, would we ever look to close the pool permanently? This would also be a discussion and decision that would need to be made by a majority vote in the neighborhood. Could be something to discuss in the future if concerns grow, but not something we are entertaining at this time.
- **Trees:** Some trees have been taken down; will look at tree replacement needs in 2022 and associated costs; have already reached out to Keep Indy Beautiful to see if we could get some trees donated; if this happens, we'll need homeowner support to help plant the trees and water them
- **Speed Bumps/Traffic Control:** Question arose if we could add speed bumps and/or close the street that connects Bade Woods to the SW side of WGC. Unfortunately, streets are city owned and are bus routes; so we are unable to add speed bumps without city approval, etc. Considering if we could add signage to try and reduce speeding.
- **Individuals crossing through yards from Bade Woods:** There used to be trees/fence separating Bade Woods from WGC; when removed, individuals walking through yards causing concerns; no easy solution to this; will look at replacing trees initially and look for other solutions in the future

If anything comes up between meetings, please reach out to WGC email account:
woodsatgrassycreek@gmail.com.

More information on 2022 meetings, events and garage sale dates coming in the spring.
Use WGC website and Facebook page for the latest information.

Meeting ended: 7:56 p.m.

Meeting Etiquette:

- Please ensure you sign
- New items and comments should be held until Open Discussion portion of the meeting
- If you would like to speak during the Open Discussion portion, please note that on the sign-in sheet. Discussion will be limited to 2 minutes per speaker.
- At the beginning of your statement, please state your name, street you live on and how long you've lived in WGC

	Reserve Component Inventory List Creation
	Full Site Inspection with Measurements
	In Person Pre-Inspection Meeting
	Condition Assessment of all Reserve Components
	Photographic Inventory & Captions of all Reserve Components
	Report compliant with CAI National Reserve Study Standards
	Analysis of all Property Documents
	Satellite Image Showing Property Boundaries
	Customized Engineering Narrative for all Reserve Components
	Customized Funding Plan for Your Property
	Number of Independent Budgets / Cash Flows: (1) Cash Flow
	30-Year Cash Flow Analysis + 5-Year Cash Flow Division Break-outs
	Phone / Email / Video Support with Senior Engineering Team
	Building Reserves Exclusive Easy-to-Read PDF Report Layout
	2nd Report Version Including / Excluding Assets for Budgeting Comparison
	Two Revised Reports at No Additional Cost (upon request, within 6 months)
	Excel File - Create unlimited what-if scenarios for free NEW
	Prioritization Chart - Low Priority, Deferrable, Highly Recommended NEW
	Prioritization Score - View projects sorted in order of high to low priority NEW
	Responsibility Matrix NEW
	Comparative Reserve Balance Scenarios at Varying Interest Rates NEW

Building Reserves **DIFFERENCE:**



A Building Reserves Study is visually comprehensive, and is easy to understand

Our customized reports accurately illustrate and document all conditions, quantities, replacement costs and remaining useful lives for each common component on **ONE** page. It is important for board members to identify all components and conditions in the reserve study with many high quality photographs. This will create transparency. This will allow you to confirm what components are included in your funding plan, in order to create a transparent budget that everyone can understand.

Ponds, Dredging, Partial

SITE COMPONENT

PERCENTAGE OF TOTAL FUTURE COSTS: 1.64%

Line Item: 20

ESTIMATED UNIT QUANTITY		ESTIMATED REPLACEMENT COSTS	
Present:	20,815 Square Yards	Current Unit Cost:	\$15.00
Replacement Per Phase:	2,082 Square Yards	Current Cost Per Phase:	\$31,223
Replaced in Next 30-Years:	2,082 Square Yards	Total Cost Next 30-Years:	\$65,056

ESTIMATED AGE AND REPLACEMENT YEARS		CONDITION AND USEFUL LIFE	
Estimated Current Age in Years:	17	Overall Current Condition:	Good
Remaining Years Until Replacement:	20	Useful Life in Hugs, MN:	Varies Years
Estimated First Year of Replacement:	2046	Full or Partial Replacement:	Partial 10.0%

PRIORITY RATING		PRIORITY SCORE	
Priority Rating:	Medium Priority	Priority Score:	54

Pond included at the north property section

Ponds included at the south property section

Victor Square Park pond overview

Ponds H, I and J overview

Year	Cost	Year	Cost
2021	\$0	2042	\$0
2022	\$0	2043	\$0
2023	\$0	2044	\$0
2024	\$0	2045	\$0
2025	\$0	2046	\$65,056
2026	\$0	2047	\$0
2027	\$0	2048	\$0
2028	\$0	2049	\$0
2029	\$0	2050	\$0
2030	\$0	2051	\$0
2031	\$0		

Engineering Narrative

We reference the reader to the satellite images above for locations of the ponds included in this component. The ponds comprise approximately 20,815 square yards of surface area. Dredging of ponds is necessary as the ponds age and accumulate silt. We recommend the Association monitor the ponds via bathymetric surveys to determine when this project should occur. For budgetary purposes, we include dredging by 2046. Unit cost includes removal of 1 yard of depth per the recommended per phase area.

Accurate component quantities, conditions, remaining useful life, and estimated replacement costs

High resolution photographs document the condition of each component so that you can understand the customized replacement schedule

Customized, non-boiler-plate Engineering Narrative prepared by a CAI-designated Reserve Specialist and Engineer

Customized, prioritized replacement plan

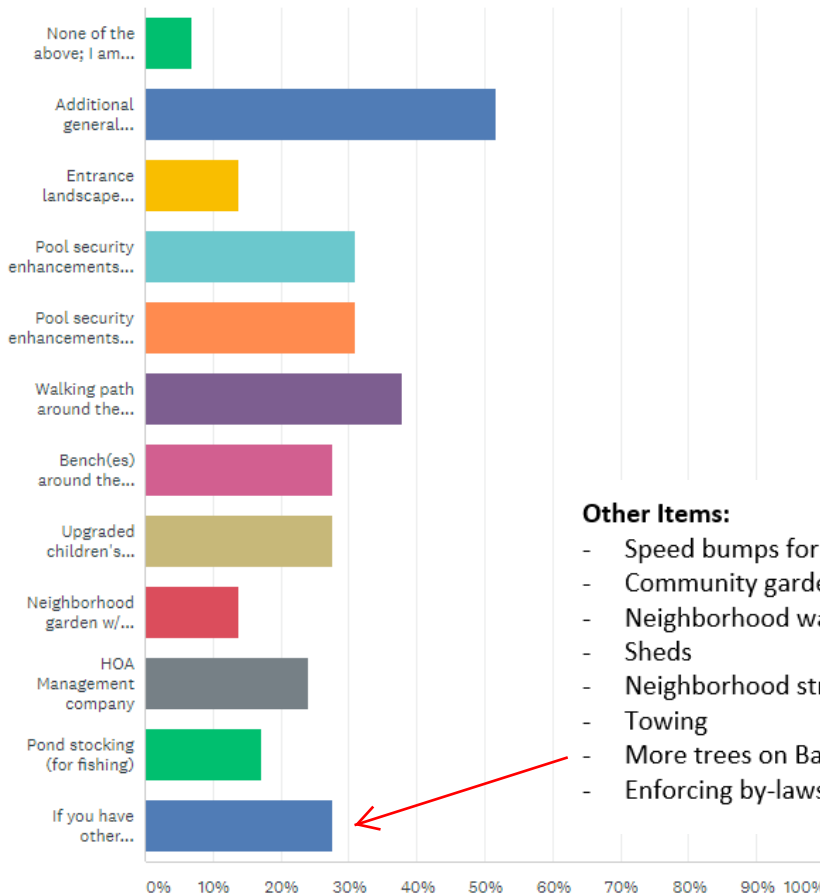
A **PRIORITY CHART** is included in every Building Reserves Study

- All components are identified as *Low Priority*, *Deferrable*, or *Highly Recommended*
- Easily determine which capital projects warrant the most attention, based upon a component's condition, impact on livability, and overall priority rating
- Ensure that your reserve funds are targeted at the most important property components
- Identify the **BEST USE** of your reserve funds
- Ensure that your customized Replacement Schedule is based upon components' priority, as well as available funding (*low priority projects may be postponed in order to maintain reasonable reserve contribution levels*)

PRIORITY CHART				
Priority Rating System				
Impact on Livability	High Impact	Deferrable	Highly Recommended	Highly Recommended
	Moderately High Impact	Deferrable	Deferrable	Highly Recommended
	Moderate Impact	Low Priority	Deferrable	Deferrable
	Low Impact	Low Priority	Low Priority	Deferrable
		Very Good	Good	Fair
		Condition		
Line Item	Reserve Component/Linked Property Class	Priority	Current Condition	Impact on Livability
EXTERNAL BUILDING COMPONENTS				
1	Roofs, Flashing	Low Priority	Very Good	Low Impact
2	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Highly Recommended	Fair	High Impact
3	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Highly Recommended	Fair	High Impact
4	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Deferrable	Fair	Moderately High Impact
5	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Deferrable	Fair	Moderately High Impact
6	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Deferrable	Fair	Moderately High Impact
7	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Highly Recommended	Fair	High Impact
8	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Highly Recommended	Fair	High Impact
9	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Highly Recommended	Fair	High Impact
10	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Highly Recommended	Fair	High Impact
11	Roofs, Gutters, Downspouts, Siding, Paint, Trim, and Weatherstripping	Highly Recommended	Fair	High Impact
INTERNAL BUILDING COMPONENTS				
12	Interior, Acoustic Tiles	Low Priority	Very Good	Low Impact
13	Interior, Acoustic Tiles	Deferrable	Good	Moderate Impact
14	Interior, Acoustic Tiles	Deferrable	Good	Moderate Impact
15	Interior, Acoustic Tiles	Deferrable	Good	Moderate Impact
16	Interior, Acoustic Tiles	Low Priority	Good	Moderate Impact
17	Interior, Acoustic Tiles	Low Priority	Good	Moderate Impact
18	Interior, Acoustic Tiles	Low Priority	Good	Moderate Impact
19	Interior, Acoustic Tiles	Low Priority	Good	Moderate Impact
20	Interior, Acoustic Tiles	Low Priority	Good	Moderate Impact
21	Interior, Acoustic Tiles	Low Priority	Good	Moderate Impact
22	Interior, Acoustic Tiles	Low Priority	Good	Moderate Impact
SERVICE COMPONENTS				
23	Fire Alarm, Smoke Detector, Fire Alarm Control Panel	Deferrable	Good	High Impact
24	Fire Alarm, Smoke Detector, Fire Alarm Control Panel	Deferrable	Good	High Impact
25	Fire Alarm, Smoke Detector, Fire Alarm Control Panel	Deferrable	Good	High Impact
26	Fire Alarm, Smoke Detector, Fire Alarm Control Panel	Deferrable	Good	High Impact
27	Fire Alarm, Smoke Detector, Fire Alarm Control Panel	Highly Recommended	Fair	High Impact
28	Fire Alarm, Smoke Detector, Fire Alarm Control Panel	Highly Recommended	Fair	High Impact
29	Fire Alarm, Smoke Detector, Fire Alarm Control Panel	Highly Recommended	Fair	High Impact
30	Fire Alarm, Smoke Detector, Fire Alarm Control Panel	Highly Recommended	Fair	High Impact

What types of amenities/services would you like us to research and consider for future enhancements in the Woods at Grassy Creek neighborhood?
Choose one or more.

Answered: 29 Skipped: 0



Other Items:

- Speed bumps for safety/traffic flow
- Community garden
- Neighborhood watch
- Sheds
- Neighborhood streets
- Towing
- More trees on Bade Road
- Enforcing by-laws/home maintenance/lawn maintenance

ANSWER CHOICES	RESPONSES
▼ None of the above; I am comfortable with the # of services currently provided in WGC through use of annual dues (mowing, landscaping, mulching, pool, pond maintenance, plowing, accounting, etc.)	6.90% 2
▼ Additional general security (overnight drive-through, etc.)	51.72% 15
▼ Entrance landscape enhancements/overhaul	13.79% 4
▼ Pool security enhancements: Video surveillance	31.03% 9
▼ Pool security enhancements: Upgraded keyfob entry system	31.03% 9
▼ Walking path around the pond(s)	37.93% 11
▼ Bench(es) around the pond(s)	27.59% 8
▼ Upgraded children's playground equipment	27.59% 8
▼ Neighborhood garden w/ seating	13.79% 4
▼ HOA Management company	24.14% 7
▼ Pond stocking (for fishing)	17.24% 5
▼ If you have other suggestions beyond the options provided above, please share your ideas: Responses	27.59% 8
Total Respondents: 29	

RAW INFORMATION - WITH BASE BIDS/DATA

The Woods at Grassy Creek COA, Inc.

Summary of Operations for 2020, 2021, Budget for 2022 (through 9/30/21)

Description	2020 Actual	2021 Actual	2021 Budget	2022 Budget
INCOME				
Assessments:				
Dues	\$82,400	\$82,376	\$82,400	\$82,400 →
	\$0			
Pool key replacement, rtd ck fee	-\$25	\$175	\$0	\$0
Late Fees/Interest	\$3,280	\$2,980		
Homeowner expense recovery	\$1,467	\$806		
Property transfer fees	\$950	\$700		
Less Bad Debt allowance(See Note B)	-\$2,001	-\$677	-\$1,000	-\$1,000 →
TOTAL INCOME	\$86,071	\$86,360	\$81,400	\$81,400

EXPENSES

General & Administrative

Legal Fees	\$1,638	\$292	\$1,300	\$1,300 →
Accounting Fees	\$3,068	\$2,423	\$3,164	\$3,164 →
Collection Costs	\$1,718	\$956	\$500	\$400 ↓
Insurance	\$2,974	\$3,094	\$3,100	\$3,100 →
Taxes/Stormwater fees	\$227	\$235	\$250	\$250 →
Community Programs	\$396	\$44	\$500	\$500 →
Copies, Printing, postage	\$156	\$323	\$100	\$400 ↑
Website	\$117	\$117	\$120	\$120 →
Misc. Administrative Exp.	\$35	\$13	\$100	\$100 →
Reserve Study Expense		\$1,700	\$0	\$1,700
Total Gen. & Admin. Expenses	\$10,329	\$9,197	\$9,134	\$11,034

Utilities

Electric (Street lights, fountains)	\$13,262	\$10,168	\$13,500	\$13,800 ↑
Irrigation water	\$0	\$0	\$0	\$0
Total Utilities	\$13,262	\$10,168	\$13,500	\$13,800

Other Financial Data

	12/31/2020	9/30/2021
Cash in Checking	\$24,066.33	\$26,067.55
Accounts Receivable	\$5,905.57	\$6,213.09

9 homeowners (4.5% delinquency rate)
 - 6 homeowners <\$500
 - 1 homeowner \$500<\$1,000
 - 1 homeowner >\$1,000
 - 1 homeowner >\$1,500 (near sheriff sale)

Common Area Expenses

Lawn mowing	\$16,250	\$14,300	\$18,200	\$23,800 ↑
Mulching	\$4,107	\$4,107	\$4,300	\$4,700 ↑
Tree/Shrub pruning	\$4,365	\$475	\$650	\$650 →
Fertilizer/Weed control	\$7,790	\$4,590	\$8,000	\$12,588 ↑
Entrance landscape makeover	\$675	\$445	\$750	\$720 →
Pre-emergent landscaping		\$1,050	\$300	\$1,050 ↑
Common area maint/tree replacement			\$1,000	
Pond Maintenance	\$4,874	\$3,705	\$4,500	\$4,200 ↓
Snow removal		\$2,604	\$2,500	\$2,500 →

Fountain Repairs	\$925	\$2,607	\$1,000	\$1,000 →
Community signage	\$9,628		\$5,000	\$0
Total Common Area Expenses	\$48,614	\$33,883	\$46,200	\$51,208 ↑

Swimming Pool Expenses

Pool Maintenance Contract	\$4,455	\$8,814	\$9,000	\$9,900 ↑
Pool Repairs	\$4,184	\$4,735	\$1,000	\$5,000 ↑
Pool Keys			\$100	\$100 →
Pool house & Fountain #1 electric	\$2,498	\$2,709	\$4,000	\$3,000 ↓
Water/Sewage	\$1,356	\$2,333	\$2,000	\$2,500 ↑
Pest Control	\$240	\$160	\$240	\$240 →
Trash Removal	\$609	\$1,094	\$750	\$1,000 ↑
			\$0	
Pool license (see note A below)	\$575	\$0	\$600	\$600 →
Pool Security		\$3,024	\$1,800	\$2,500 ↑
Pool Supplies	\$313	\$1,024	\$100	\$300 ↓
Pool deck furniture	\$0	\$0	\$0	\$0 →
Total Swimming Pool Expenses	\$14,230	\$23,893	\$19,590	\$25,140 ↑

TOTAL OPERATING EXPENSES	\$86,435	\$77,141	\$88,424	\$101,182
Surplus or(-Deficit)	-\$364	\$9,219	-\$7,024	-\$19,782

Note A- in 2021 received refund of 2020 pool license paid. Refunded due to COVID so this offset the 2021 license. \$475 in, \$475 out.

Based on 28 mows
Closest bid: \$30,240

5 applications
Closest bid: \$18,550

Closest bid: \$13,639
Only 2/week service

BUDGET - AFTER ADJUSTMENTS TO ACHIEVE TOLERABLE

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Pool key replacement, rtd ck fee	\$0			
Transfer from reserves for projects	-\$25	\$175	\$0	\$0
Late Fees/Interest			\$4,500	
Late Fees/Interest	\$3,280	\$2,980		
Homeowner expense recovery	\$1,467	\$806		
Property transfer fees	\$950	\$700		→
Less Bad Debt allowance(See Note B)	-\$2,001	-\$677	-\$1,000	-\$1,000
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↑ Increase \$20

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Surplus or(-Deficit)	-\$364	\$9,219	-\$2,524	-\$4,494

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Budget to 26 mows

Reduce mulching

Budget to 3/5 fertilizer apps