



# Association Management Report

February 2017

Prepared for:

**Rozzelles Landing Homeowners Association, Inc.**



Community Association Management Professionals

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# Rozzelles Landing Homeowners Association, Inc.

## Balance Sheet

02/28/2017

### Assets

Accounts Receivable	23,533.88
Items Cashed and not yet Deposited	419.33
First Citizens OPx8472	1,008.06

### Total Assets

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**24,961.27**

### Liabilities

Accounts Receivable Over Collected	11,909.05
Accounts Payable - Net Total	11,462.61
Vanco Payments - Attorney	130.00

### Total Liabilities

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**23,501.66**

### Net Worth

Current Operation Fund	(6,805.96)
Net Income	8,265.57

### Total Net Worth

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**1,459.61**

### Total Net Worth and Liabilities

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**24,961.27**

# Rozzelles Landing Homeowners Association, Inc.

## Revenue and Expense Statement

From 02/01/2017 to 02/28/2017

Accrual Basis

Actual Current  
Period

### Revenues

Assessment Income	20,821.15
Late Fees	350.00

<b>Total Revenue</b>	<b>21,171.15</b>	<b>0.00</b>
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### Expenses

#### Administration

Insurance : Hazard	5,728.18
Postage & Delivery	1,163.49
Phone/ Fax	52.29

<b>TOTAL Administration</b>	<b>6,943.96</b>
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#### Professional Fees

Management : Contract	2,344.00
Management : Administration	178.70

<b>TOTAL Professional Fees</b>	<b>2,522.70</b>
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#### Pool & Landcaping

Pool : Repairs	187.69
Landscaping : Other	720.00
Landscaping: Contract	3,897.00
Pool : Contract	622.05

<b>TOTAL Pool &amp; Landcaping</b>	<b>5,426.74</b>
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#### Maintenance & Repairs

Building Maintenance	225.00
Plumbing	2,730.00

<b>TOTAL Maintenance &amp; Repairs</b>	<b>2,955.00</b>
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#### Utilities

Trash Pickup	2,310.00
Utilities : Electric	1,414.43

<b>TOTAL Utilities</b>	<b>3,724.43</b>
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#### General

# Rozzelles Landing Homeowners Association, Inc.

## Revenue and Expense Statement

From 02/01/2017 to 02/28/2017

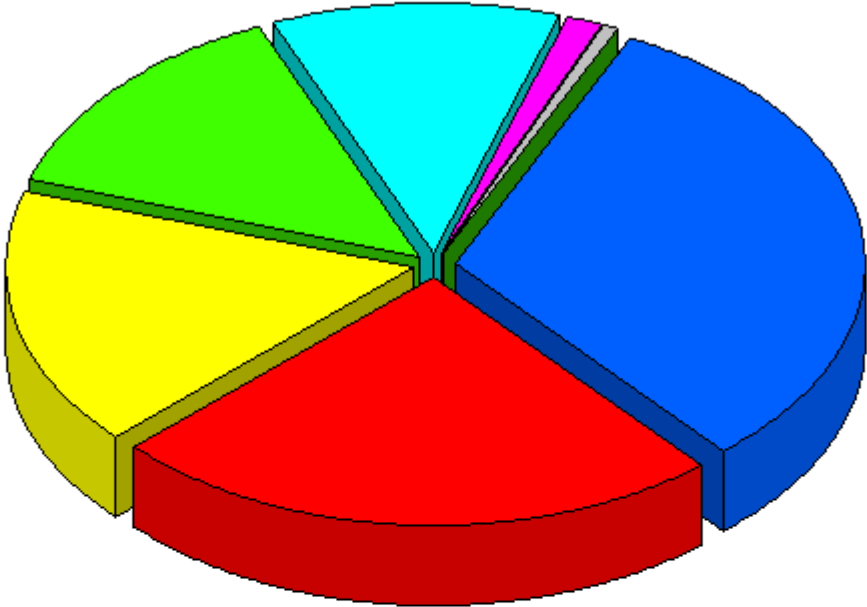
Accrual Basis

	Actual Current Period	
Miscellaneous	130.00	
<b>TOTAL General</b>	<u>130.00</u>	
<b>Meeting Expense</b>	20.00	
<b>Pond Maintenance</b>	285.00	
<b>Total Expense</b>	<b>22,007.83</b>	<b>0.00</b>
<b>Net Income</b>	<b>(836.68)</b>	<b>0.00</b>

**Rozzelles Landing Homeowners Association, Inc.**

**Expense Distribution for the Period**

From 02/01/2017 to 02/28/2017



Administration	31.6%
Pool & Landcaping	24.7%
Utilities	16.9%
Maintenance & Repairs	13.4%
Professional Fees	11.5%
Pond Maintenance	1.3%
General	0.6%
Meeting Expense	0.1%
Total:	100.0%

**Rozzelles Landing Homeowners Association, Inc.**  
**Income and Expense Comparative Statement**

From : 02/01/2017 to 02/28/2017

Accrual Basis

<u>February 2017</u>			<u>January to February</u>		
<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>

**Revenues**

<b>Assessment Income</b>	20,821	22,848	(2,027)	48,692	45,696	2,996
<b>Late Fees</b>	350		350	350		350
<b>Total Revenues</b>	<b>21, 171</b>	<b>22 ,848</b>	<b>(1,677)</b>	<b>49 ,042</b>	<b>45, 696</b>	<b>3 ,346</b>

**Expenses**

**Administration**

Insurance : Hazard	5,728	3,166	(2,562)	5,728	6,332	604
Postage & Delivery	1,163	125	(1,038)	1,654	250	(1,404)
Phone/ Fax	52	50	(2)	105	100	(5)
<b>TOTAL Administration</b>	<b>6,943</b>	<b>3,341</b>	<b>(3,602)</b>	<b>7,487</b>	<b>6,682</b>	<b>(805)</b>

**Professional Fees**

Management : Contract	2,344	2,344		4,688	4,688	
Management : Administration	179	167	(12)	251	334	83
Accounting		33	33		66	66
Legal Fees		108	108	115	216	101
<b>TOTAL Professional Fees</b>	<b>2,523</b>	<b>2,652</b>	<b>129</b>	<b>5,054</b>	<b>5,304</b>	<b>250</b>

**Pool & Landcaping**

Pool : Repairs	188	125	(63)	188	250	62
Landscaping : Other	720	876	156	1,280	1,752	472
Landscaping: Contract	3,897	3,897		7,794	7,794	
Pool : Contract	622	580	(42)	1,202	1,160	(42)
Pool Clubhouse Repairs		42	42		84	84
<b>TOTAL Pool &amp; Landcaping</b>	<b>5,427</b>	<b>5,520</b>	<b>93</b>	<b>10,464</b>	<b>11,040</b>	<b>576</b>

**Maintenance & Repairs**

Building Maintenance	225	1,000	775	508	2,000	1,492
Building Repairs - Interior		42	42	134	84	(50)
Plumbing	2,730	292	(2,438)	3,380	584	(2,796)
<b>TOTAL Maintenance &amp; Repairs</b>	<b>2,955</b>	<b>1,334</b>	<b>(1,621)</b>	<b>4,022</b>	<b>2,668</b>	<b>(1,354)</b>

**Utilities**

Trash Pickup	2,310	2,310		4,620	4,620	
Utilities : Electric	1,414	1,583	169	2,934	3,166	232
Utilities : Water/Sewer		5,417	5,417	5,319	10,834	5,515

	<u>February 2017</u>			<u>January to February</u>		
	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>	<u>Actual</u>	<u>Budget</u>	<u>Var. \$</u>
<b>TOTAL Utilities</b>	3,724	9,310	5,586	12,873	18,620	5,747
<b>General</b>						
Miscellaneous	130	83	(47)	287	166	(121)
Social		21	21		42	42
Bad Debt		208	208		416	416
<b>TOTAL General</b>	130	312	182	287	624	337
<b>Taxes</b>		29	29		58	58
<b>Pest Control</b>		42	42		84	84
<b>Meeting Expense</b>	20	17	(3)	20	34	14
<b>Pond Maintenance</b>	285	292	7	570	584	14
<b>Total Expenses</b>	<b>22,007</b>	<b>22,849</b>	<b>842</b>	<b>40,777</b>	<b>45,698</b>	<b>4,921</b>
<b>Net Income</b>	<b>(836)</b>	<b>(1)</b>	<b>(835)</b>	<b>8,265</b>	<b>(2)</b>	<b>8,267</b>