

The Oaks Community Association 2019 Budget
 Approved By The Board of Directors November 20, 2018

Account	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	October	Nov.	Dec.	Proposed 2019 Budget	Revised 2018	Budgeted Per Month	Budget Per Month Per Lot
Income																
Assessments	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	401,280	341,088	33,440	160
	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	33,440	401,280	341,088	33,440	160
Utilities																
Electricity Billed	15,300	17,850	15,300	12,750	7,650	15,300	30,600	35,700	38,250	35,700	17,850	12,750	255,000	245,800	21,250	102
Gas Billed	15,200	17,100	15,200	9,500	8,550	6,650	4,750	3,800	1,900	2,850	3,800	5,700	95,000	94,000	7,917	38
Water Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	100,320	-	-
Utility Infrastructure Fee	11,077	11,077	11,077	11,077	11,077	11,077	11,077	11,077	11,077	11,077	11,077	11,077	132,924	102,000	11,077	53
Water Usage Charge (JVID)	9,120	10,640	10,640	12,160	12,160	15,200	16,720	18,240	15,200	10,640	10,640	10,640	152,000	89,163	12,667	61
	50,697	56,667	52,217	45,487	39,437	48,227	63,147	68,817	66,427	60,267	43,367	40,167	634,924	631,283	52,910	253
Total Income	84,137	90,107	85,657	78,927	72,877	81,667	96,587	102,257	99,867	93,707	76,807	73,607	1,036,204	972,371	86,350	413
Expenses																
Utilities																
PG&E Electricity	7,650	10,200	12,750	12,750	15,300	28,050	43,350	43,350	35,700	20,400	15,300	10,200	255,000	245,800	21,250	102
PG&E Gas	19,950	15,200	9,500	8,550	3,800	1,900	950	950	950	1,900	7,600	23,750	95,000	94,000	7,917	38
Treated Water (JVID)	9,424	9,272	13,224	16,264	20,976	19,152	14,744	12,920	12,008	8,968	7,448	7,600	152,000	-	12,667	61
Water Surcharge	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Utility Expense	37,024	34,672	35,474	37,564	40,076	49,102	59,044	57,220	48,658	31,268	30,348	41,550	502,000	339,800	41,833	200
Water Distribution System																
Raw	84	96	96	108	144	132	132	108	96	72	72	60	1,200	3,300	100	0
T-4 Contractor	-	-	-	-	-	-	-	-	-	-	-	-	-	4,800	-	-
Water Treatment Permits	167	167	167	167	167	167	167	167	167	167	167	167	2,000	4,000	167	1
WTP Monitoring Lab Testing	300	390	360	360	270	180	210	210	180	180	180	180	3,000	14,000	250	1
WTP Repairs													-	3,000	-	-
Water Distribution Repairs	440	240	680	200	360	240	240	440	480	320	200	160	4,000	-	333	2
Electricity	-	-	-	-	-	-	-	-	-	-	-	-	-	19,000	-	-
WTP Supplies & Chemicals	120	140	140	160	160	200	220	240	200	140	140	140	2,000	11,000	167	1
WTP Internet	-	-	-	-	-	-	-	-	-	-	-	-	-	800	-	-
Training WTP	-	-	-	-	-	250	-	-	-	250	-	-	500	480	42	0
WTP Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-	1,220	-	-
Total Water Treatment Expense	1,111	1,033	1,443	995	1,101	1,169	969	1,165	1,123	1,129	759	707	12,700	61,600	1,058	5
Sewer Treatment Plant Expense																
Electricity	960	1,120	1,120	1,120	1,280	1,280	1,600	1,760	1,920	1,600	1,120	1,120	16,000	15,000	1,333	6
Waste Water Permits	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,208	1,242	14,500	14,500	1,208	6
Monitoring Test	280	1,190	140	1,050	560	140	280	1,470	140	210	1,260	280	7,000	7,000	583	3
Repairs	255	210	90	90	195	180	75	210	75	45	45	30	1,500	1,000	125	1
Diesel Fuel - WWTP	-	375	-	-	-	375	-	-	375	-	-	375	1,500	1,500	125	1
Training and OIT	-	200	-	200	-	200	-	200	-	200	-	-	4,500	12,200	375	2
Total Sewer Treatment Expense	2,703	4,303	2,558	3,668	3,243	3,383	3,163	4,848	3,718	3,263	3,633	3,047	45,000	51,200	3,750	18

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Maintenance Expenses																
Pool & Spa Maintenance	280	350	560	840	630	770	910	910	1,050	490	140	70	7,000	7,500	583	3
Repairs	600	800	900	1,000	1,000	1,100	1,000	1,000	1,000	600	600	400	10,000	13,000	833	4
Clubhouse Expense	560	560	560	560	560	630	560	630	630	630	560	560	7,000	6,800	583	3
Garbage	440	440	440	440	440	495	440	495	495	495	440	440	5,500	5,000	458	2
Fuel Cost	680	680	680	680	680	765	680	765	765	765	680	680	8,500	8,000	708	3
Park Maintenance	760	760	665	855	855	855	1,045	855	1,045	950	475	380	9,500	9,000	792	4
Total Maintenance Expense	3,320	3,590	3,805	4,375	4,165	4,615	4,635	4,655	4,985	3,930	2,895	2,530	47,500	49,300	3,958	19
Payroll Expense																
Community Manager	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	7,083	85,000	83,200	7,083	34
Clerical Salary	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	3,042	36,500	34,500	3,042	15
Wages Maintenance Staff	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	65,000	65,000	5,417	26
Wages Water Treatment Staff	417	417	417	417	417	417	417	417	417	417	417	417	5,000	66,200	417	2
Wages Sewer Plant	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	26,000	26,000	2,167	10
Wages Night Watchman	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	16,000	15,000	1,333	6
Wages Playground Supervisor	-	-	-	1,400	2,800	2,800	2,800	2,800	1,400	-	-	-	14,000	13,600	1,167	6
Payroll Tax	2,500	2,250	1,750	1,750	1,750	2,120	2,250	2,250	2,250	2,130	2,000	2,000	25,000	29,000	2,083	10
Payroll Service	390	390	390	390	390	390	390	390	390	390	390	390	4,680	2,100	390	2
Workers Compensation	917	917	917	917	917	917	917	917	917	917	917	917	11,000	11,000	917	4
Total Payroll Expenses	23,265	23,015	22,515	23,915	25,315	25,685	25,815	25,815	24,415	22,895	22,765	22,765	288,180	345,600	24,015	115
Administrative Expense																
Bad Debt expense	-	-	-	-	-	-	-	-	-	-	-	9,000	9,000	8,000	750	4
Advertising	-	200	-	200	-	200	-	200	-	-	-	-	500	1,700	42	0
Bank Fees	42	67	42	42	42	42	42	42	42	42	42	67	500	800	42	0
Dues and Membership	317	317	317	317	317	317	317	317	317	317	317	317	3,800	3,800	317	2
Park Billing Service	500	500	500	500	500	500	500	500	500	500	500	500	6,000	6,000	500	2
Internet Service	100	100	100	100	100	100	100	100	100	100	100	100	1,200	1,000	100	0
Water Usage	620	610	870	1,070	1,380	1,260	970	850	790	590	490	500	10,000	-	833	4
Utilities	688	602	602	516	516	688	946	1,118	1,032	774	430	688	8,600	8,350	717	3
Telephone Expense	304	342	304	304	304	342	304	342	304	342	304	304	3,800	3,800	317	2
Alarm Service	96	108	96	96	96	108	96	108	96	108	96	96	1,200	1,000	100	0
Office Supplies and Expense	560	630	560	560	560	630	560	630	560	630	560	560	7,000	6,822	583	3
Cell Phone Expense - Staff	96	108	96	96	96	108	96	108	96	108	96	96	1,200	1,200	100	0
Security Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	450	-	-
Night Watchman Fuel	176	198	176	176	176	198	176	198	176	198	176	176	2,200	1,900	183	1
Postage and Shipping	67	67	67	67	67	67	67	67	67	67	67	67	800	1,700	67	0
Election Expense	-	-	-	-	-	-	-	-	-	-	-	1,800	-	1,800	-	150
Administrative Mileage	58	58	58	58	58	58	58	58	58	58	58	58	700	-	58	0
Neighborhood Watch	-	-	-	-	-	-	-	137	-	-	-	-	-	-	-	-
Vehicle Repairs	283	283	283	283	283	283	283	283	283	283	283	283	3,400	-	283	1
Gate Remotes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Social Activities	167	167	167	167	167	167	167	167	167	167	167	167	2,000	2,200	167	1
Admin Training	-	-	-	250	-	-	-	-	250	-	-	-	500	-	42	0
Employee Services	-	-	-	-	-	700	-	-	-	-	-	-	700	200	58	0

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Member Services	58	58	58	58	58	58	58	58	58	58	58	58	700	700	58	0
Misc. Admin Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	125	-	-
Total Administrative Expense	4,132	4,415	4,296	4,860	4,720	5,826	4,740	5,283	4,896	4,342	5,544	13,037	65,600	49,747	5,467	26
Insurance Expense																
Vehicle Insurance	250	250	250	250	250	250	250	250	250	250	250	250	3,000	3,000	250	1
Commercial Insurance	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	12,000	1,000	5
D & O Insurance	417	417	417	417	417	417	417	417	417	417	417	417	5,000	5,000	417	2
Fidelity Bond	100	100	100	100	100	100	100	100	100	100	100	100	1,200	960	100	0
Total Insurance Expense	1,767	1,767	1,767	1,767	1,767	1,767	1,767	1,767	1,767	1,767	1,767	1,767	21,200	20,960	1,767	8
Taxes and Permits Expense																
Taxes	42	42	42	42	42	42	42	42	42	42	42	42	500	500	42	0
Permits and License	125	125	125	125	125	125	125	125	125	125	125	125	1,500	1,500	125	1
Taxes and License	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Taxes and Permits Expense	167	167	167	167	167	167	167	167	167	167	167	167	2,000	2,000	167	1
Professional Fees																
Accounting	-	-	-	1,800	-	-	-	-	-	-	-	-	1,800	1,800	150	1
Legal Fees	-	-	500	-	-	-	500	-	-	-	1,000	-	2,000	7,500	167	1
Total Professional Fees	-	-	500	1,800	-	-	500	-	-	-	1,000	-	3,800	9,300	317	2
Reserve Expense																
General	4,893	4,893	4,893	4,893	4,893	4,893	4,893	4,893	4,893	4,893	4,893	4,893	58,715	53,715	4,893	23
Water	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sewer	1,867	1,867	1,867	1,867	1,867	1,867	1,867	1,867	1,867	1,867	1,867	1,867	22,399	21,830	1,867	9
Reserve Study	133	133	133	133	133	133	133	133	133	133	133	133	1,600	1,600	133	1
Total Reserve Expense	6,893	6,893	6,893	6,893	6,893	6,893	6,893	6,893	6,893	6,893	6,893	6,893	82,714	77,145	6,893	33
Total Expenses	80,381	79,854	79,417	86,003	87,446	98,606	107,692	107,812	96,621	75,653	75,770	92,462	1,070,694	1,006,652	89,225	427
Other Income																
HOA Late Fees	480	360	420	480	480	660	660	540	540	420	480	480	6,000	5,500	500	2
Certified Letters	-	125	-	-	125	-	125	-	-	125	-	-	500	500	42	0
Move In Fee	104	104	104	156	156	156	156	104	104	52	52	52	1,300	1,300	108	1
NSF Fees	39	-	-	60	-	-	60	-	-	60	-	81	300	300	25	0
Interest	167	167	167	167	167	167	167	167	167	167	167	167	2,000	2,300	167	1
Document & Title Fees	330	385	385	440	440	550	550	605	495	440	440	440	5,500	5,500	458	2
Social Committee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Keys	-	-	-	16	27	36	11	-	-	-	-	-	90	90	8	0
Violation & Fines	360	420	360	480	600	660	660	540	480	480	480	480	6,000	6,000	500	2
RV Storage	720	840	840	1,080	1,080	1,200	1,200	1,200	1,080	1,080	960	720	12,000	12,000	1,000	5
Clubhouse Rental	24	20	36	28	40	44	44	36	32	32	32	32	400	391	33	0
Other Income	21	21	21	21	21	21	21	21	21	21	21	21	250	250	21	0

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Recycling	13	13	13	13	13	13	13	13	13	13	13	13	150	150	13	0
Total Other Income	2,257	2,454	2,345	2,940	3,148	3,506	3,666	3,225	2,931	2,889	2,644	2,485	34,490	34,281	2,874	14
Net Income (Loss)	6,013	12,707	8,585	(4,136)	(11,421)	(13,433)	(7,439)	(2,330)	6,177	20,943	3,681	(16,370)	-	-	-	-