

2021 TREASURER'S REPORT TO DEERLAKE VILLIAGE COMMUNITY ASSOCIATION MEMBERS

Brenda Bryan, Treasurer

INTRODUCTION:

DVCA finances remain sound. Through October 31, 2021, the total funds in all bank accounts are in the amount of \$ 260,735.95. Our total operating expenses as of same date were \$71,235.42 which is 66.17% of our operating budget. From our Capital Reserve accounts, we have had disbursements for various projects completed this year in the total amt. of \$18,556.13. Funds expensed from the contingency account to date \$9,507.50. Contracts totaling the amount \$23,800, have yet to be expensed this year.

Enclosed with this report are the 2022 Operating, Reserve and White Squirrel Lane Budgets. The budget process began with spending requests and the review of reserve estimates from the DVCA committees with consideration to our unbudgeted, unexpected projects to be performed in 2021 and possible completion in 2022. Committee input is a vital part for the Finance Committee to develop our budget. The FC reviewed those requests and prepared the budgets for presentation to the Board. The Board of directors then reviewed the budget making recommended changes if needed. **The Finance Committee made a recommendation of a \$650 assessment for the 2022 year with a \$25,000 contingency reserve amount to the Board of Directors.**

The Board of Directors, or Association has a fiduciary responsibility to protect the **appearance, value and safety** of the property and it is therefore essential they have a financial plan that provides funding for projected maintenance or replacements of amenities.

HIGHLIGHTS OF THE 2022 OPERATING BUDGET:

Total operating budget will be **\$94,550**, which is a decrease of \$15,100, from 2021 Operating Budget. Details are as follows:

- Project for Lambo Creek forebay wall repair, sidewalk, access road & dredging was cancelled in the amount of \$12K for completion in 2021. The project was moved to 2022 & combined with the Reserve acct. -dredging Lambo/livery forebays/repair wall now a total estimated cost of \$62,000 for completion due to better cost estimates if combined.
- Gardening & Landscape addition of \$3K for landscape designer plan

HIGHLIGHTS OF THE 2022 RESERVE BUDGET:

Budget funding amount for the reserves (the funds set aside for major expenditures anticipated in future years) is **\$56,457**. Details as follows:

New accounts added:

- Pool furniture – needed date 2030 for \$3K.
- Landscape designer implementing plan- \$3,270 - needed date 2024.

- Clubhouse: replace 3 doors - \$6,405 needed date 2027.
- Dam inspection by certified Engineer-needed date 2026 - \$3,680.
- Reseal & Repair parking/handicap parking. \$20,987 will be deducted from the to date funding of Repave parking lot account for completion date of 2022.

Combined Reserve Accounts

- Combined Forebays dredging/Lambo creek & livery with wall repair project cancelled in 2021.

Deletion of Reserve Accounts

- Clubhouse flooring – 13 years needed date not to be included this year.

Completed Reserve Project Accounts for 2021– funding differences adjusted in Reserves 2022 (\$3,474.) – Pool furniture needed date of 2021.

Additional Accounts /funds added or reduced to existing Reserve Accounts

- Clubhouse: replace roof now includes additional estimated cost for gutter replacements and 2 structures roofing. \$18K to \$23,772.
- Pool Cover –Needed dates from 2023 to 2025.
- Clubhouse – Interior finish items 2025 to 2027.
- Security & Privacy – Increase to \$15K and needed date 2023 to 2024.
- Repave parking lot -Estimate obtained and an increased amount to \$68,134. With year needed of 2032. (From 2023)

2021 Contingency Account expenses: Total expenses \$33,307.50

- Contract with Bartlett Trees in the amount of \$ 10,475 for diseased or dead tree removal. Park, conservation easement & Condo area.
- New EAP Garner Engineering – an unbudgeted net increase amt. of \$2,350.
- Simpson Concrete contract – To repair 3 areas of low sidewalks slipping/falling issues \$20,100.
- Eagle Point Cluster condos – portion paid to add rail to steps from Eagle to Quail Cluster used by Deerlake residents. \$382.50

The Reserve Contingency account is a yearly funded account used specifically for unbudgeted, unexpected expenses. This account prevents special assessments during the year to members; however, any funds used must be funded back in the following year. If adjustments to the operating and reserve accounts cannot accommodate the additional expenses without jeopardizing their stability, the account obtains its funding through the following year assessments.

2022 ASSESSMENTS REMINDERS:

Per our revised Assessment Collection policy, assessments not **received** at our post office box by January 31st or placed in the **DVCA mailbox** by same date will be considered delinquent. If you send by Bill Pay, send request in at least 10 days in advance of the 31st. Yes, the charge is

deducted immediately from your account. Please, do not postdate checks. Checks received before January 2nd will not be deposited to the DVCA account until the 1st week of January in the order they are received. We do not carry the following year's assessments in our current year financials. Coupon statements will go out hopefully by the 20th of December. If you have not received them by January 5th, please contact me.

RECAP OF THE 2021 YEAR:

- Review monthly financials for accuracy
- Submitted revised Finance Committee Charter
- Submitted revised Assessment Collection Policy
- Reviewed and updated DVCA Insurance policies and review all vendor certificate of insurance requirement on an ongoing basis
- Submitted documents to new Insurance Company for 2022 quote
- Prepared Operating and Reserve budgets and the assessment calculations for 2022 and presented 5 drafts to the Board of Directors
- Submitted revised Capital Reserve policy