

Forest Hill Association
Operating Budget
April 2009 through March 2010

	Operating Budget	Apr 09 - Mar 10 Budget as Adopted by FHA Board 5/4/09	Questions/Comments
Revenue			
	Maintenance Assessments	210,500	Assumes aggressive collection of past due assessments and an as yet undetermined assessment increase (will be decided Fall 2009).
	Clubhouse Rental		
	Clubhouse Rental - Members	15,000	
	Clubhouse Rental - Others	20,000	
	Subtotal Clubhouse Rental	35,000	Conservative estimate for 09/10. \$20,900 currently booked 4/1 - 12/31 2009
	Interest Income	6,000	
	From Reserves	35,782	Draw on the reserve equals total expenditures, minus revenues from sources other than the reserve.
	Total Revenue	287,282	
Expenditures - Operating			
	Personnel Costs		
	Salaries	30,000	
	Payroll Taxes - FICA / FUTA	3,000	
	Payroll Taxes - SUI	100	
	Health Insurance - Kaiser	0	
	Subtotal Personnel Costs	33,100	
	Insurance		
	Insurance - Liability Package	8,900	
	Insurance - Umbrella Coverage	5,600	
	Insurance - D&O	4,000	
	Insurance - Workers Comp.	250	
	Subtotal Insurance	18,750	
	Property Taxes	3,300	08/09 was high because it included late pymt of part of 07/08 and a penalty
	Utilities		
	Water & Sewer	2,000	
	Gas & Electric	1,500	
	Telephone	2,500	
	Trash Collection	1,500	
	Subtotal Utilities	7,500	
	Clubhouse Security & Rental		
	Electronic Security	1,586	Mo fees = \$1476; Permit = \$110
	Equipment Rental	500	
	Event Management	7,000	
	Subtotal - Security	9,086	
	Maintenance & Cleaning		
	Office Maintenance	0	Includes 2 window washing @ \$450 ea, 4 gutter cleanings @ \$350 ea, \$4000 misc.
	Clubhouse Maintenance	6,300	
	Clubhouse Cleaning	6,500	Events cleaning = \$5500; one special cleaning = \$1000 (floor needs attention)
	Maintenance Supplies	1,000	
	Piano Tuning & Repair	0	Garden Club will cover piano tuning.
	Subtotal Maintenance Expense	13,800	

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	Landscaping		
	Maintenance	55,769	Maintenance of plantings other than trees
	Color	570	Plantings in boxes, hanging baskets around CH
	Enhancements	9,800	Includes \$3800 for replanting in common areas, \$1K to replace the 2 CH trees and \$5K for misc enhancement needs related to unknown tree removal requirements.
	Tree care	56,690	Includes \$35,950 for biannual pruning; \$1700 for biannual tree assessment/inventory, \$9K for removal of 2 CH trees (4/09); \$10K for misc unknown tree care needs during the FY.
	Landscaping		
	Tree Trimming		
	Tree Removal		Budget categories are changed for 09-10 budget to match categories used by ValleyCrest (see above)
	Tree Replacement		
	Storm Cleanup		
	Subtotal Landscaping	122,829	
	Professional Services		
	Legal Services	2,000	
	Computer Services		
	Audit Services	4,000	
	Other Prof. Services	0	08-09 cost was the Newell Murdoch book
	Subtotal Professional Services	6,000	
	Office Expense		
	Office Supplies	1,700	08-09 actuals plus funds for a new printer
	Printing & Copying	350	
	Postage & Shipping	265	
	Election Expense	2,000	ballots/postage for 09-10 election
	Misc Expense	1,000	
	Subtotal Office Expenses	5,315	
	Community/Communications		
	Community events	10,000	
	Newsletter printing	3,000	Assumes 6 newsletters per year at \$500 per newsletter
	Newsletter postage	1,716	Postage for 650 copies per newsletter @ \$.44
	Postcard printing	480	Assumes 8 postcards per year @ \$60 per postcard
	Postcard postage	1,456	Postage for 650 copies per postcards @ \$.28
	Computer services	18,000	Incls newsletter production, website maintenance, mass neighborhood emails, responses to inquires from neighbors and sources outside Forest Hill.
	Subtotal Communications	34,652	
	Total Operating Expenditures	254,332	
	Expenditures - Capitol		
	Utility shed	11,750	
	Incidentals (from Rigo and Steve)	500	
	CH unknowns	10,000	
	Landscaping -Irrigation renovation	10,700	
	Total Capital Expenditures	32,950	
	Total Operating and Capital	287,282	