

APPROVED BUDGET 2016-2017		Contingency	0.03	
VILLA PORTOFINO HOA				
UNITS		721		
Monthly assessment per month:		150		
GL #	TITLE	MONTH	TOTAL PER YEAR	MONTHLY PER UNIT
REVENUE				
400-00	MONTHLY ASSESSMENTS	108,150.00	1,297,800.00	150
410-00	SPECIAL ASSESSMENTS	0.00	0.00	0
420-00	LATE FEES/INTEREST	0.00	0.00	0
430-00	COLLECTION FEES	0.00	0.00	0
445-00	INTEREST FROM RESERVES	100.00	1,200.00	0.14
450-00	TRANSFER/REFINANCE FEES	0.00	0.00	0
455-00	CLUBHOUSE RENT	497.00	5,964.00	0.69
460-00	KEY FEES	71.00	852.00	0.10
470-00	ADVERTISING INCOME	73.00	876.00	0.10
485-00	ARCHITECTURAL FINES	0.00	0.00	0
490-00	OTHER INCOME	0.00	0.00	0
	TOTAL REVENUE	108,891.00	1,306,692.00	151.03
OPERATING EXPENSES				
ADMINISTRATIVE				
502-01	APS BASE FEE	2,415.00	28,980.00	3.35
502-02	APS OFFICE EXPENSES	250.00	3,000.00	0.35
502-03	ELECTION EXPENSES (Supplies)	250.00	3,000.00	0.35
502-04	MAILING DISCLOSURES (Postage Only)	175.00	2,100.00	0.24
502-05	APS COLLECTION EXPENSES	120.00	1,440.00	0.17
504-00	OFFICE EXPENSES/SUPPLIES	542.00	6,504.00	0.75
505-00	COPIER LEASE/MAINTENANCE	667.00	8,004.00	0.93
506-00	GENERAL POSTAGE	300.00	3,600.00	0.42
507-00	PRESS POSTAGE	0.00	0.00	0.00
509-00	PORTOFINO PRESS	0.00	0.00	0.00
511-00	WEBSITE	84.00	1,008.00	0.12
512-00	INSURANCE	1,000.00	12,000.00	1.39
513-00	BOARD EXPENSES	8.00	96.00	0.01
514-00	LEGAL	834.00	10,008.00	1.16
516-00	AUDIT/TAX PREPARATION	159.00	1,908.00	0.22
517-00	RESERVE STUDY	59.00	708.00	0.08
518-00	POOL PERMITS/FEES	52.00	624.00	0.07
520-00	INCOME TAXES	10.00	120.00	0.01
524-00	SOCIAL EVENTS	84.00	1,008.00	0.12
535-00	HR COSTS	0.00	0.00	0.00
531-00	PARLIMENTARIAN	400.00	4,800.00	0.55
530-00	UNCOLLECTIBLE ASSESSMENTS	834.00	10,008.00	1.16
528-00	EMPLOYEE EDUCATION	60.00	720.00	0.08
526-00	CONTINGENCY	273.00	3,276.00	0.38
	Subtotal	8,576.00	102,912.00	11.89
PAYROLL				
532-01	GENERAL MANAGER	5,000.00	60,000.00	6.93
532-02	ADMIN ASSISTANT	3,334.00	40,008.00	4.62
532-04	POOL MONITOR	1,083.00	12,996.00	1.50
532-06	FRONT DESK POSITION	0.00	0.00	0.00
533-00	EMPLOYEE INSURANCE BENEFIT	1,167.00	14,004.00	1.62
534-00	PAYROLL TAXES	1,167.00	14,004.00	1.62
532-07	MEETING ATTENDANCE/MILEAGE REIMBURSE	250.00	3,000.00	0.35
536-00	WORKMAN'S COMPENSATION INS	916.00	10,992.00	1.27
	CONTINGENCY	455.00	5,460.00	0.63
	Subtotal	13,372.00	160,464.00	18.55

BUILDINGS AND GROUNDS				
550-00	BUILDING/MAINT/ REPAIRS	100.00	1,200.00	0.14
551-00	MAINT MATERIALS & SUPPLIES	50.00	600.00	0.07
552-00	CUSTODIAL MATERIALS	205.00	2,460.00	0.28
553-00	MAINTENANCE COORDINATOR	834.00	10,008.00	1.16
554-00	LANDSCAPE CONTRACT	13,500.00	162,000.00	18.72
555-00	LANDSCAPE EXPENSES	84.00	1,008.00	0.12
556-00	LANDSCAPE MATERIALS	210.00	2,520.00	0.29
557-00	PLANTS/HORTICULTURALIST	425.00	5,100.00	0.59
558-00	SPRINKLER/IRRIGATION REPAIRS	970.00	11,640.00	1.35
559-00	TREE TRIMMING CONTRACT	2,000.00	24,000.00	2.77
559-01	ARBORIST	375.00	4,500.00	0.52
560-00	JANITORIAL SERVICES	2,660.00	31,920.00	3.69
561-00	PEST CONTROL	125.00	1,500.00	0.17
562-00	DRAIN MAINT & REPAIRS	350.00	4,200.00	0.49
565-00	LIGHTING CONTRACT	0.00	0.00	0
564-00	LIGHTING REPAIRS	167.00	2,004.00	0.23
570-00	TOOLS AND EQUIPMENT	42.00	504.00	0.06
572-00	CART EXPENSES/GAS	50.00	600.00	0.07
576-00	PATROL SERVICES	3,166.00	37,992.00	4.39
581-00	POOL SERVICE	750.00	9,000.00	1.04
582-00	POOL REPAIRS AND SUPPLIES	1,334.00	16,008.00	1.85
585-00	DOORS AND GATES	42.00	504.00	0.06
588-00	CONTINGENCY	672.00	8,064.00	0.93
	Subtotal	28,111.00	337,332.00	38.99
UTILITIES				
590-00	SDG&E GAS	265.00	3,180.00	0.37
592-00	SDG&E ELECTRIC	2,917.00	35,004.00	4.05
594-00	WATER AND SEWER	17,500.00	210,000.00	24.27
596-00	REFUSE SERVICE	409.00	4,908.00	0.57
598-00	TELEPHONE & COMM	240.00	2,880.00	0.33
598-01	MONITORING-WATER2SAVE	2,084.00	25,008.00	2.89
599-00	CONTINGENCY	328.00	3,936.00	0.45
	Subtotal	23,743.00	284,916.00	32.93
TOTAL OPERATING EXPENSES		73,802.00	885,624.00	102.36
RESERVES ALLOCATIONS				
301-00	ROOFING	71.00	852.00	0.10
302-00	FENCES/SECURITY/HANDRAILS	6,738.00	80,856.00	9.35
303-00	PAVED SURFACES/BRICK DECKS & WALLS	2,500.00	30,000.00	3.47
304-00	POOLS & SPA	1,145.00	13,740.00	1.59
305-00	PICNIC/PLAYGROUND	420.00	5,040.00	0.58
306-00	CLUBHOUSE CONTENTS	398.00	4,776.00	0.55
307-00	OFFICE CONTENTS	200.00	2,400.00	0.28
308-00	TENNIS/BASKETBALL COURTS	165.00	1,980.00	0.23
310-00	LIGHTING/ELECTRICAL	6,500.00	78,000.00	9.02
311-00	LANDSCAPE/IRRIGATION & DRAINS	5,000.00	60,000.00	6.93
312-00	MISCELLANEOUS	0.00	0.00	0.00
318-00	LANDSCAPE RENOVATIONS	1,250.00	15,000.00	1.73
315-00	PAINTING	52.00	624.00	0.07
316-00	TREE REMOVAL/REPLACEMENT	9,000.00	108,000.00	12.48
317-00	MONUMENT SIGN	0.00	0.00	0
314-00	CONTINGENCY	1,050.00	12,600.00	1.46
319-00	SIGNS	500.00	6,000.00	0.69
600-00	RESERVE ALLOCATION	34,989.00	419,868.00	48.53
605-00	RESERVE INTEREST ALLOCATION	100.00	1,200.00	0.14
	TOTAL RESERVE ALLOCATIONS	35,089.00	421,068.00	584.01
TOTAL EXP & RESERVE ALLOCATIONS		108,891.00	1,306,692.00	151.03
Net Surplus/(Deficit)		0.00	0.00	0.00