# Financial Report Package

## September 2022

## Prepared for

## Reserve at South Fork Homeowners Association, Inc.

## PMI Tampa

**Balance Sheet**
Reserve at South Fork Homeowners Association, Inc.
End Date: 09/30/2022



| | Operating | Total |
|---|---|---|
| **Assets** | | |
| **CASH - Operating** | | |
| SSB - Operating 8393 | $ 81,757.50 | $ 81,757.50 |
| Petty Cash | 516.95 | 516.95 |
| **Total: CASH - Operating** | **$ 82,274.45** | **$ 82,274.45** |
| **CASH - Reserves** | | |
| CSB - Reserve 8401 | 137,821.97 | 137,821.97 |
| **Total: CASH - Reserves** | **$ 137,821.97** | **$ 137,821.97** |
| **Accounts Receivable** | | |
| AR - Accounts Receivable | 151.75 | 151.75 |
| **Total: Accounts Receivable** | **$ 151.75** | **$ 151.75** |
| **Prepaids** | | |
| Deposits | 200.00 | 200.00 |
| **Total: Prepaids** | **$ 200.00** | **$ 200.00** |
| **Total: Assets** | **$ 220,448.17** | **$ 220,448.17** |
| **Liabilities & Equity** | | |
| **Current Liabilities** | | |
| Prepaid Assessment | 10,962.94 | 10,962.94 |
| **Total: Current Liabilities** | **$ 10,962.94** | **$ 10,962.94** |
| **Reserve Funds** | | |
| Reserves - General | 5,000.00 | 5,000.00 |
| Reserves - Interest | 576.63 | 576.63 |
| Reserves - Roads | 58,773.85 | 58,773.85 |
| Reserves - Fences | 10,840.01 | 10,840.01 |
| Reserves - Gate | 50,110.90 | 50,110.90 |
| Reserves - Playground | 12,520.58 | 12,520.58 |
| **Total: Reserve Funds** | **$ 137,821.97** | **$ 137,821.97** |
| **Equity** | | |
| Retained Earnings | 74,904.07 | 74,904.07 |
| **Total: Equity** | **$ 74,904.07** | **$ 74,904.07** |
| Net Income Gain/Loss | (3,240.81) | (3,240.81) |
| **Total: Liabilities & Equity** | **$ 220,448.17** | **$ 220,448.17** |

PMI Property Management Inc. PMI TAMPA

**Income Statement - Operating**
Reserve at South Fork Homeowners Association, Inc.
9/1/2022 - 9/30/2022

Date: 10/14/2022
Time: 10:49 am
Page: 1

| Description | Current Period Actual | Current Period Budget | Current Period Variance | Year-to-date Actual | Year-to-date Budget | Year-to-date Variance | Annual Budget |
|---|---|---|---|---|---|---|---|
| **OPERATING INCOME** | | | | | | | |
| **Assessment Income** | | | | | | | |
| 4000-00 Assessment | $- | $8,655.00 | ($8,655.00) | $77,895.36 | $77,895.00 | $0.36 | $103,860.00 |
| 4040-00 Capital Contribution | - | - | - | 2,500.00 | - | 2,500.00 | - |
| **Total Assessment Income** | $- | $8,655.00 | ($8,655.00) | $80,395.36 | $77,895.00 | $2,500.36 | $103,860.00 |
| **Other Income** | | | | | | | |
| 4210-00 Delinquent - Interest Fee | 1.22 | - | 1.22 | 23.77 | - | 23.77 | - |
| 4250-00 NSF Fee Income | - | - | - | 6.00 | - | 6.00 | - |
| 4300-00 Key / FOBS / Gate / Mailbox | - | - | - | 221.56 | - | 221.56 | - |
| **Total Other Income** | $1.22 | $- | $1.22 | $251.33 | $- | $251.33 | $- |
| **Total OPERATING INCOME** | **$1.22** | **$8,655.00** | **($8,653.78)** | **$80,646.69** | **$77,895.00** | **$2,751.69** | **$103,860.00** |
| **OPERATING EXPENSE** | | | | | | | |
| **Administrative** | | | | | | | |
| 5000-00 Management - Contract | 770.00 | 770.00 | - | 6,930.00 | 6,930.00 | - | 9,240.00 |
| 5020-00 Management - HOA Docs Storage | 20.00 | 20.00 | - | 180.00 | 180.00 | - | 240.00 |
| **Total Administrative** | $790.00 | $790.00 | $- | $7,110.00 | $7,110.00 | $0.00 | $9,480.00 |
| **Other Administrative** | | | | | | | |
| 5200-00 Bank Charges / NSF | - | - | - | 12.00 | - | (12.00) | - |
| 5205-00 Annual Report Fees | - | 7.25 | 7.25 | 61.25 | 65.25 | 4.00 | 87.00 |
| 5210-00 Printing/ Mailing | 112.05 | 36.67 | (75.38) | 323.85 | 330.03 | 6.18 | 440.00 |
| 5230-00 Meeting Expense | 200.00 | 33.33 | (166.67) | 200.00 | 299.97 | 99.97 | 400.00 |
| 5240-00 Bad Debt Expense | - | 83.33 | 83.33 | - | 749.97 | 749.97 | 1,000.00 |
| 5250-00 Social/Activities Expense | 1,011.90 | 200.00 | (811.90) | 2,148.20 | 1,800.00 | (348.20) | 2,400.00 |
| 5260-00 Petty Cash Expenses | - | 86.00 | 86.00 | - | 774.00 | 774.00 | 1,032.00 |
| **Total Other Administrative** | $1,323.95 | $446.58 | ($877.37) | $2,745.30 | $4,019.22 | $1,273.92 | $5,359.00 |
| **Insurance** | | | | | | | |
| 5400-00 Insurance - Umbrella | - | 280.50 | 280.50 | 7,550.10 | 2,524.50 | (5,025.60) | 3,366.00 |
| **Total Insurance** | $- | $280.50 | $280.50 | $7,550.10 | $2,524.50 | ($5,025.60) | $3,366.00 |
| **Legal & Professional** | | | | | | | |
| 5600-00 Legal - General | - | 125.00 | 125.00 | 164.50 | 1,125.00 | 960.50 | 1,500.00 |
| 5610-00 Legal - Collection Fee | - | 62.50 | 62.50 | - | 562.50 | 562.50 | 750.00 |
| 5620-00 Audit/Tax Preparation | - | 16.67 | 16.67 | 295.00 | 150.03 | (144.97) | 200.00 |
| 5640-00 Reserve Study | - | - | - | 1,800.00 | - | (1,800.00) | - |
| **Total Legal & Professional** | $- | $204.17 | $204.17 | $2,259.50 | $1,837.53 | ($421.97) | $2,450.00 |
| **Common Area Utilities** | | | | | | | |
| 5800-00 Electricity - General | 543.63 | 225.00 | (318.63) | 2,366.46 | 2,025.00 | (341.46) | 2,700.00 |
| 5805-00 Electricity - Street Lights | 1,949.17 | 1,629.50 | (319.67) | 17,091.83 | 14,665.50 | (2,426.33) | 19,554.00 |
| **Total Common Area Utilities** | $2,492.80 | $1,854.50 | ($638.30) | $19,458.29 | $16,690.50 | ($2,767.79) | $22,254.00 |
| **Gate** | | | | | | | |
| 6600-00 Gate - Repairs/Maint | - | 125.00 | 125.00 | 3,820.88 | 1,125.00 | (2,695.88) | 1,500.00 |
| 6610-00 Gate - Callbox VoIP | - | 21.17 | 21.17 | - | 190.53 | 190.53 | 254.00 |
| 6620-00 Gate - Callbox Software | 77.04 | 49.00 | (28.04) | 413.39 | 441.00 | 27.61 | 588.00 |
| 6630-00 Gate - Callbox Telephone | - | - | - | 533.04 | - | (533.04) | - |
| 6640-00 Gate - Callbox Internet | - | 121.08 | 121.08 | 527.84 | 1,089.72 | 561.88 | 1,453.00 |
| 6650-00 Gate - Access Key/ Fobs | - | 43.83 | 43.83 | - | 394.47 | 394.47 | 526.00 |
| **Total Gate** | $77.04 | $360.08 | $283.04 | $5,295.15 | $3,240.72 | ($2,054.43) | $4,321.00 |
| **Landscaping** | | | | | | | |
| 7200-00 Landscaping - Contract | 3,248.00 | 1,650.00 | (1,598.00) | 9,784.62 | 14,850.00 | 5,065.38 | 19,800.00 |
| 7210-00 Landscaping - Mulch | - | 125.00 | 125.00 | - | 1,125.00 | 1,125.00 | 1,500.00 |
| 7220-00 Landscaping - Tree Trimming | - | 100.00 | 100.00 | 10,400.00 | 900.00 | (9,500.00) | 1,200.00 |
| 7230-00 Landscaping - Planting | - | 150.00 | 150.00 | - | 1,350.00 | 1,350.00 | 1,800.00 |
| 7240-00 Landscaping - Irrigation Repairs | (1,147.75) | 125.00 | 1,272.75 | 543.75 | 1,125.00 | 581.25 | 1,500.00 |
| 7280-00 Landscaping - Other | - | 291.67 | 291.67 | - | 2,625.03 | 2,625.03 | 3,500.00 |
| **Total Landscaping** | $2,100.25 | $2,441.67 | $341.42 | $20,728.37 | $21,975.03 | $1,246.66 | $29,300.00 |
| **Pest Control** | | | | | | | |
| 7400-00 Pest Control - General | 83.86 | 42.00 | (41.86) | 461.23 | 378.00 | (83.23) | 504.00 |

| Description | Current Period Actual | Current Period Budget | Current Period Variance | Year-to-date Actual | Year-to-date Budget | Year-to-date Variance | Annual Budget |
|---|---|---|---|---|---|---|---|
| **Total Pest Control** | $83.86 | $42.00 | ($41.86) | $461.23 | $378.00 | ($83.23) | $504.00 |
| **Other Maintenance** | | | | | | | |
| 7830-00 Pressure Washing | $- | $50.00 | $50.00 | $- | $450.00 | $450.00 | $600.00 |
| 7860-00 General Repairs/Maint | - | 166.67 | 166.67 | (60.00) | 1,500.03 | 1,560.03 | 2,000.00 |
| 7870-00 Electric Repairs/Maint | - | - | - | 170.00 | - | (170.00) | - |
| **Total Other Maintenance** | $- | $216.67 | $216.67 | $110.00 | $1,950.03 | $1,840.03 | $2,600.00 |
| **Reserves Funding** | | | | | | | |
| 8215-00 Reserves - Roads | 928.32 | 928.32 | - | 8,354.88 | 8,354.88 | - | 11,139.80 |
| 8275-00 Reserves - Fences | 201.93 | 201.93 | - | 1,817.37 | 1,817.37 | - | 2,423.14 |
| 8305-00 Reserves - Gate | 646.26 | 646.26 | - | 5,816.34 | 5,816.34 | - | 7,755.12 |
| 8350-00 Reserves - Playground | 242.33 | 242.33 | - | 2,180.97 | 2,180.97 | - | 2,907.94 |
| **Total Reserves Funding** | $2,018.84 | $2,018.84 | $- | $18,169.56 | $18,169.56 | $0.00 | $24,226.00 |
| **Total OPERATING EXPENSE** | **$8,886.74** | **$8,655.01** | **($231.73)** | **$83,887.50** | **$77,895.09** | **($5,992.41)** | **$103,860.00** |
| **Net Income:** | **($8,885.52)** | **($0.01)** | **($8,885.51)** | **($3,240.81)** | **($0.09)** | **($3,240.72)** | **$0.00** |

PMI Property Management INC
PMI TAMPA

## Bank Account Register
Reserve at South Fork Homeowners Association, Inc.
9/1/2022 - 9/30/2022



| Date | Description | Ref No | R | P | Transaction Amount |
|---|---|---|---|---|---|
| **SSB - Operating 8393 - 25418393** | | **Prior Balance** | | | **$85,583.57** |
| **CHECKS** | | | | | |
| 09/01/2022 | PMI Tampa - Monthly Management Fees | 0 | X | X | ($790.00) |
| 09/06/2022 | PMI Tampa - Reimbursement to PMI for the purchase of 2 gift cards | 0 | X | X | (1,011.90) |
| 09/07/2022 | Frontier Communications - Acct# 813-671-0725-042214-5 - August 2022 | 0 | X | X | (65.98) |
| 09/08/2022 | Chamberlain - Inv# IN10063451 - September 2022 | 0 | X | X | (77.04) |
| 09/08/2022 | Chamberlain - Inv# IN10060332, Acct# 748557 | 0 | X | X | (0.85) |
| 09/12/2022 | TECO - Acct# 211003928580 | 0 | X | X | (1,949.17) |
| 09/13/2022 | PMI Tampa - Reimbursement for Payment of 09/20/2022 Meeting Space Rental at Carlton Lakes | 0 | X | X | (100.00) |
| 09/20/2022 | Truly Nolen of America, Inc - Inv# 590215075 - Pet Control Service at Guard Shack | 0 | X | X | (41.93) |
| 09/20/2022 | Truly Nolen of America, Inc - Inv# 590217020 - September 2022 Pest Control Services | 0 | X | X | (41.93) |
| 09/21/2022 | Truly Nolen of America, Inc - Invoice: 590207236 | 0 | | X | (41.93) |
| 09/21/2022 | Truly Nolen of America, Inc - Invoice: 02.22-1863 | 0 | X | X | (41.93) |
| 09/21/2022 | Truly Nolen of America, Inc - Invoice: 590209159 | 0 | X | X | (41.93) |
| 09/21/2022 | Truly Nolen of America, Inc - Invoice: 590203577 | 0 | X | X | (41.93) |
| 09/22/2022 | TECO - Acct# 211003928416 | 0 | X | X | (265.33) |
| 09/23/2022 | TECO - Acct# 211003928416 | 0 | | X | (278.30) |
| 09/28/2022 | Carlton Lakes CDD - Meeting Expense - $200 Security Deposit & $100 Payment | 0 | | X | (300.00) |
| 09/30/2022 | PMI Tampa - August 2022 Printing Costs | 0 | X | X | (112.05) |
| 09/21/2022 | Truly Nolen of America, Inc - Invoice: 590207236 | 277 | X | X | (41.93) |
| 09/23/2022 | All American Lawn & Tree Specialist, LLC - Inv# 17852 - Monthly Maintenance & Irrigation Inspection August 2022 | 278 | X | X | (1,680.09) |
| 09/28/2022 | All American Lawn & Tree Specialist, LLC - Multiple Invoices | 279 | X | X | (3,736.47) |
| | **TOTAL CHECKS** | | | **20** | **($10,660.69)** |
| **DEPOSITS** | | | | | |
| 09/01/2022 | Deposit from batch 10255 | 684 | X | X | 316.21 |
| 09/01/2022 | Deposit from batch 10265 | 685 | X | X | 233.92 |
| 09/02/2022 | Deposit from batch 10281 | 686 | X | X | 542.84 |
| 09/06/2022 | Deposit from batch 10306 | 687 | X | X | 234.50 |
| 09/07/2022 | Deposit from batch 10333 | 688 | X | X | 79.00 |
| 09/08/2022 | Deposit from batch 10349 | 689 | X | X | 469.00 |
| 09/09/2022 | Deposit from batch 10345 | 690 | X | X | 234.50 |
| 09/13/2022 | Deposit from batch 10392 | 691 | X | X | 233.92 |
| 09/13/2022 | Deposit from batch 10385 | 692 | X | X | 30.00 |
| 09/19/2022 | Deposit from batch 10444 | 693 | X | X | 0.29 |
| 09/21/2022 | Deposit from batch 10454 | 694 | X | X | 250.00 |
| 09/23/2022 | Deposit from batch 10460 | 695 | X | X | 233.92 |
| 09/26/2022 | Deposit from batch 10467 | 696 | X | X | 233.92 |
| 09/26/2022 | Deposit from batch 10473 | 697 | X | X | 80.00 |
| 09/27/2022 | Deposit from batch 10472 | 698 | X | X | 467.84 |
| 09/28/2022 | Deposit from batch 10478 | 699 | X | X | 513.92 |
| 09/28/2022 | Deposit from batch 10479 | 700 | X | X | 470.88 |
| 09/30/2022 | Deposit from batch 10494 | 701 | X | X | 702.84 |
| | **TOTAL DEPOSITS** | | | **18** | **$5,327.50** |
| **TRANSFER (DEBIT)** | | | | | |
| 09/15/2022 | Transfer to SSB - Reserve 8401 | | X | X | (2,018.84) |
| | **TOTAL TRANSFER (DEBIT)** | | | **1** | **($2,018.84)** |
| | | **SSB - Operating 8393 Total** | | | **$82,052.50** |
| **SSB - Reserve 8401 - 25418401** | | **Prior Balance** | | | **$135,780.64** |
| **INTEREST** | | | | | |

| Date | Description | Ref No | R | P | Transaction Amount |
|---|---|---|---|---|---|
| 09/30/2022 | Interest | | X | X | $22.49 |
| | **TOTAL INTEREST** | | | **1** | **$22.49** |
| **TRANSFER (CREDIT)** | | | | | |
| 09/15/2022 | Transfer from SSB - Operating 8393 | | X | X | 2,018.84 |
| | **TOTAL TRANSFER (CREDIT)** | | | **1** | **$2,018.84** |

**SSB - Reserve 8401 Total** **$137,821.97**

**Association Total** **$219,874.47**