

Issaquah Highlands 2020-21 Approved Budget

For the Fiscal Year July 1, 2020 - June 30, 2021

IHCA Board of Directors Approved February 19, 2020

	2019-20 Ratified Budget \$936	2019-20 Year-End Forecast	2020-21 Approved Budget \$936
Annual Assessments			
OPERATING FUND			
INCOME			
Late Fees / NSF	3,000	2,750	3,000
Fee & Fine Income	15,000	15,001	15,000
Escrow & Resale Cert Fees	30,000	30,000	30,000
Collection Legal Fee Income	18,000	18,150	18,000
Interest Income	35,000	37,173	36,000
Owner Base Assessments	3,172,104	3,238,092	3,237,624
Management Fees - High Street Center	28,500	29,354	29,355
Operations Income - Non-members	7,000	6,417	500
Other Income	1,255	1,255	1,255
Shared Cost - High Street Center	5,000	164,154	5,000
Shared Costs Agreements Income	163,474	5,000	168,077
TOTAL ASSOCIATION INCOME	3,478,333	3,547,345	3,543,811

EXPENSES

LANDSCAPE & UTILITIES

Utilities - Storm Water Fees	25,000	25,000	25,000
Garbage	26,000	26,000	26,000
Electric - Streetlights, Feature Electric	41,000	41,000	41,000
Landscape - Contract Monthly	411,459	426,713	431,000
Landscape - Non-contract (goats)	95,000	95,000	98,000
Irrigation-Water	164,800	164,800	164,800
Irrig Elec Park & Supply Pumps	27,000	27,000	27,000
Irrig Maint & Repairs	25,000	25,000	25,000
Landscape Supplies	115,000	115,000	115,000
Landscape Equipment	11,000	11,000	11,000
Safety Equip & Supplies	10,000	10,000	10,000
Equipment Rental	12,000	12,000	12,000
Irrig Non-Potable Maint/Mgmnt	6,000	6,000	6,000
Dedicated Staff Wages - Landscape	380,000	380,293	423,500
Payroll Taxes - Landscape	30,000	30,000	34,000
Worker's Comp - Landscape	21,500	21,500	22,500
Medical Insurance - Landscape	77,000	77,000	90,300
401K Expense - Landscape	8,330	8,330	10,500
Landscape Travel, Meals, & Training	6,100	6,100	6,100
Staff Uniforms & Equip	16,000	11,680	16,000
Landscape Communications, Computer, Misc	2,500	2,500	2,500
Contra-Dedicated Landscape	(43,000)	(43,000)	(43,000)
TOTAL LANDSCAPE & UTILITIES	1,467,689	1,478,918	1,554,200

REPAIRS & MAINTENANCE

Pet Waste Service Supplies	50,000	50,000	50,000
Holiday Lighting - Contract	23,000	23,000	30,000
Signs Expense, Maint. & Repair	3,500	3,500	4,000
Maintenance & Repair	22,100	22,100	37,100
Professional Services-Park Inspections	4,600	4,600	4,600
Parks/Trails Lighting Maint. & Repair	6,000	6,000	6,000
Maintenance Supplies	31,000	31,000	43,400
Landscape - Fleet Equip, Repair & Maint	40,000	40,000	40,000
Landscape Shop Utilities & Other	48,974	48,974	17,500
Drain Line Cleaning	15,000	15,000	15,000
Dedicated Staff Wages - Operations	138,000	138,000	166,000
Payroll Taxes - Operation	10,700	10,700	13,000

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Annual Assessments			
Worker's Comp - Operations	6,050	6,050	7,000
Medical Insurance - Operations	29,000	29,000	26,100
401K Expense - Operations	4,050	4,050	4,900
Ops Travel, Meals, & Training	3,100	3,100	3,100
Maint - Communications, Computer, Misc	1,000	1,000	1,100
Contra-Dedicated Operations	(28,000)	(28,000)	(28,000)
TOTAL REPAIRS & MAINTENANCE	408,074	408,074	440,800

ACCOUNTING

Dedicated Staff Wages-Accounting	203,000	203,000	213,000
Payroll Taxes - Accounting	17,700	17,700	17,000
Worker's Comp - Accounting	900	900	900
Medical Insurance - Accounting	34,000	34,000	39,300
401K Expense - Accounting	6,000	6,000	6,300
Contra-Dedicated Accounting	(66,540)	(66,540)	(66,540)
TOTAL ACCOUNTING	195,060	195,060	209,960

COMMUNITY MANAGEMENT

Occupational & Technical Training	27,100	22,762	28,500
Company & Management Training	7,000	7,000	7,000
Other Admin - Dues/Subs., Computer, Misc	2,600	2,600	2,900
Dedicated Staff Wages - Community Admin	350,000	316,252	306,500
Payroll Taxes - Community Admin	25,300	25,300	22,000
Worker's Comp - Community Admin	1,150	1,150	900
Medical Insurance - Community Admin	67,500	67,500	71,100
401K Expense - Community Admin	10,500	10,500	8,600
Mileage/Parking Reimbursement	500	500	500
Legal Services	20,000	20,000	20,000
Legal Collection Services	18,000	18,000	18,000
Audit & Tax Services	10,500	10,500	11,000
HR/Payroll Services	26,360	26,360	26,360
Computer/Professional Services	31,500	31,500	27,000
Reserve Study	2,270	2,270	2,340
Contra-Dedicated Staff Comm Assn	(54,120)	(54,120)	(54,120)
Committee / BOD Expense	5,500	5,500	5,500
Public (Community) Relations	7,300	7,300	7,300
Computer Expense (Hardware)	5,000	5,000	5,000
Software Licensing	37,500	37,500	34,000
Supplies	19,500	19,500	19,500
Photocopies	16,500	16,500	16,500
Postage	17,000	17,000	14,000
Office Electric, Etc.			5,000
Rent, CAMs, Office & Storage	276,200	237,880	84,400
Communications	10,000	10,000	13,000
B & O Taxes	150	150	150
Property Tax	13,000	13,000	13,000
Bad Debt Expense	12,000	6,000	14,000
Prior Year Expense/G&L Fixed Assets	0		0
Directors & Officers Insurance	16,000	16,000	16,000
General Liability, Property, Auto Insurance	48,000	58,826	60,000
Bank Fees - NSF	700	700	700
Federal Income Tax	20,000	28,000	20,000
Contingency Expense	70,000	40,000	212,221
TOTAL COMMUNITY MANAGEMENT	1,120,510	1,026,929	1,038,851
TOTAL EXPENSES	3,191,333	3,108,980	3,243,811
NET INCOME BEFORE RESERVE CONTRIBUTION	287,000	463,347	300,000

	2019-20	2019-20	2020-21
	Ratified	Year-End Forecast	Approved Budget
Annual Assessments	Budget \$936		\$936

RESERVE FUND

RESERVE INCOME

Reserve Contribution	287,000	287,000	300,000
Interest Income - Reserves	25,000	37,731	25,000
Capital Assessment	0	20,700	0
TOTAL RESERVE INCOME	312,000	345,431	325,000

RESERVE EXPENSES

Street Trees Rotational Replacement	65,000	65,000	66,950
Mailboxes Upgrade 2018-19/2019-20	24,400	24,400	25,150
Common Area Signs - Replaced Yr 1-2	10,600	10,600	10,900
Light Poles - Repair/Replace	48,750	48,750	69,600
Handrails/ Asphalt Repair/Repalce			26,700
Spilt Rail Fence Replacement			24,535
Common Area Park Refurbishments	10,100	10,100	82,150
Irrigation - Master Common areas	43,350	43,350	142,650
TOTAL RESERVE EXPENSES	202,200	202,200	448,635

CASH FLOW - RESERVE FUND	109,800	143,231	(123,635)
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