

## MANAGEMENT MEMORANDUM

**TO:** LAKE MANASSAS RESIDENTIAL OWNERS ASSOCIATION BOARD OF DIRECTORS  
**FROM:** COMMUNITY MANAGEMENT CORPORATION  
**SUBJECT:** FEBRUARY 2016 FINANCIAL REPORT  
**DATE:** 3/29/2016

### *CASH & INVESTMENTS*

As of February 29, 2016 Lake Manassas Residential Owners Association had \$493,870.54 in operating funds. The Association currently has one money market account with CAB in the amount of \$150,336.54. The Association currently has 9 CD's, totaling \$739,000.00 (see attached report for maturity dates & interest rates) and a Money Market account with Middleburg bank of \$105,542.88. With accrued interest, the Association has a total of cash and investments of \$1,492,110.49.

### *BALANCE SHEET*

As of February 29, 2016 (50) accounts were delinquent in the amount of \$49,451.34 and (295) accounts were prepaid in the amount of \$81,938.47. Lake Manassas Residential Owners Association has a delinquency rate of 3.7% of the total assessments (\$1,351,768.00). This rate will change monthly as payments are made and others fall delinquent. The industry standard for assessments receivable is 5% so the association continues to have a lower than standard delinquency rate at this time.

	# of accounts	total amount	Rate of Delinquency
30-day	28	\$6,014.44	12.16%
31-60 day	8	\$3,366.50	6.81%
61-90 day	2	\$2,294.60	4.64%
91-120 day	2	\$2,054.58	4.15%
120+ day	10	\$35,721.22	72.24%
<b>TOTAL</b>	<b>50</b>	<b>\$49,451.34</b>	<b>100.00%</b>

The Repair & Replacement Reserves balance as of February 29, 2016 was \$1,274,169.45 and is not fully supported by cash & investments, with a deficit of \$84,692.14. This is mostly due to approved expenditures coded to Reserves during the month of February. This is found on the Balance Sheet Report - GL 3280.

This was calculated using the following formula:

TOTAL CASH & INVESTMENTS:	\$1,492,110.49	
Minus TOTAL LIABILITIES:	(\$182,963.55)	
TOTAL CASH:	\$1,309,146.94	
Minus SETTLEMENT FUNDS*	(\$119,669.63)	*Designated Funds
 AVAILABLE FOR RESERVES:	 \$1,189,477.31	
Minus AMOUNT EARMARKED FOR REPAIR & REPLACEMENT RESERVES*	(\$1,274,169.45)	*Designated Funds

1,274,169.45  
 84,692.14  


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 1,358,861.59

EQUALS A DEFICIT OF

\$84,692.14

The Basheer settlement funds are Designated funds separate from reserve funds, and since the money was already received, should be considered 100% funded.

There is a negative balance of \$60,900.87 in Prior Year Equity. This is the cumulative year-end surpluses and deficits over the life of the Association. Auditors recommend between 10-20% of Budgeted Annual Assessment Income be in the Prior Year Equity Account at all times.

### ***INCOME & EXPENSE STATEMENT***

As of February 29, 2016 the Association showed a deficit on the year of \$1,308.76 (The projected full year expense cost for each line item may be found on the 2<sup>nd</sup> to last column on the Income & Expense Projection Report.)

#### Year to Date Expense Variances

##### Administrative Expenses:

The Association is showing a POSITIVE VARIANCE of \$21,516.06. Savings were in the areas of BOD Minutes cost, Architectural needs, office supplies, C3 costs, transponders and LMA costs.

##### Payroll & Benefits Expenses:

The Association is showing a POSITIVE VARIANCE of \$2,713.92. This is mainly from savings in the area of the Security Contract and the services of off duty police patrol.

##### Utilities:

The Association is showing a POSITIVE VARIANCE of \$7,139.82. This is primarily due to savings in the water service and Telephone/Internet.

##### Landscaping:

The Association is showing a POSITIVE VARIANCE of \$11,494.13. This is due to savings in the Grounds & Maintenance contract.

##### Contracted Services:

The Association is showing a NEGATIVE VARIANCE of \$18,825.68. This is solely due to the snow removal services required in blizzard conditions.

##### Repair and Maintenance:

The Association is showing a POSITIVE VARIANCE of \$6,318.80. This is due to savings in the Common Area Repair & Maintenance.

##### Pool/Community Center Expenses:

The association is showing a POSITIVE VARIANCE of \$3,210.84. This is mostly because of savings in electrical costs and a pool management invoice being less than budgeted for in September.

##### Professional Services:

The Association is showing a POSITIVE VARIANCE of \$28.26. This is due to savings in the need of legal counsel regarding reviews or recommendations to the Board.

# Lake Manassas Residential Owners Assoc.

## February 2016 Financial Report

Statement prepared by: Tracy Hankins



**Associa**

Community Management Corporation

## Investment Listing Report

### Lake Manassas ROA

As of Mon Feb 29, 2016

GI Account \ Institution	Bank Account	Investment Type	Current Balance	Rate	Purchase Date	Term	Maturity Date
Cash & Investments							
1013 - PPB Operating 1801 Pacific Premier Bank	****1801 Signers: N. Mazzarella S. Philbin	Other	493,870.54	0.000%	06/30/2009	0	
1101 - CAB Money Market Mutual of Omaha Bank	****1762 Signers: BOD	Money Market	150,336.54	0.000%	10/28/2014	0	
1308 - Middleburg Bank MM Middleburg Bank	****8322 Signers: BOD	Money Market	105,542.88	0.020%	01/31/2011	0	
1416 - Middleburg Bank CD Middleburg Bank	**** CDs Signers: BOD	Certificate of Deposit	739,000.00	0.000%	01/31/2011	0	
1730 - Accrued Interest Receivable On Site	****Accr	Other	3,360.53	0.000%	06/30/2009	0	

Total Cash Investments: 1,492,110.49  
 Total Lake Manassas ROA: 1,492,110.49

*Tracy Hankins*

*AGW*

# Balance Sheet Report Lake Manassas ROA

As of February 29, 2016

	Balance Feb 29, 2016	Balance Jan 31, 2016	Change
<u>Assets</u>			
<u>Cash &amp; Investments</u>			
1013 - PPB Operating 1801	493,870.54	549,350.94	(55,480.40)
1101 - CAB Money Market	150,336.54	150,312.65	23.89
1308 - Middleburg Bank MM	105,542.88	105,730.03	(187.15)
1416 - Middleburg Bank CD	739,000.00	739,005.00	(5.00)
1730 - Accrued Interest Receivable	3,360.53	2,872.42	488.11
<b>Total Cash &amp; Investments</b>	<b>1,492,110.49</b>	<b>1,547,271.04</b>	<b>(55,160.55)</b>
<u>Current Assets</u>			
1500 - Residential Assessments Receivable	49,451.34	50,149.43	(698.09)
1510 - Pipestem Receivable	(232.60)	(433.05)	200.45
1530 - Allowance for Doubtful Accounts	(36,571.66)	(36,571.66)	0.00
1600 - Prepaid Insurance	2,253.23	2,845.02	(591.79)
1640 - Other Prepaid Expenses	5,725.00	0.00	5,725.00
1745 - Taxes Receivable	2,488.00	2,488.00	0.00
1799 - Clearing Account	0.00	(189.84)	189.84
<b>Total Current Assets</b>	<b>23,113.31</b>	<b>18,287.90</b>	<b>4,825.41</b>
<b>Total Assets</b>	<b>1,515,223.80</b>	<b>1,565,558.94</b>	<b>(50,335.14)</b>
<u>Liabilities</u>			
<u>Current Liabilities</u>			
2000 - Accounts Payable	0.00	6,047.09	(6,047.09)
2010 - Delinquency Fee Payable	0.00	300.00	(300.00)
2015 - A/P Unclaimed Funds	186.84	186.84	0.00
2025 - Transfer Fee Payable	1,272.79	215.95	1,056.84
2050 - Resident Refunds	0.00	(189.84)	189.84
2300 - Accrued Expenses	50,990.25	119,583.90	(68,593.65)
2400 - Accrued Payroll Payable	4,912.00	3,999.00	913.00

## Balance Sheet Report Lake Manassas ROA

As of February 29, 2016

	<u>Balance Feb 29, 2016</u>	<u>Balance Jan 31, 2016</u>	<u>Change</u>
<u>Liabilities</u>			
<u>Current Liabilities</u>			
2500 - Construction Deposits	43,663.20	43,663.20	0.00
2550 - Prepaid Assessments	81,938.47	79,181.57	2,756.90
<b>Total Current Liabilities</b>	<b>182,963.55</b>	<b>252,987.71</b>	<b>(70,024.16)</b>
<b>Total Liabilities</b>	<b>182,963.55</b>	<b>252,987.71</b>	<b>(70,024.16)</b>
<u>Owners' Equity</u>			
<u>Unappropriated Owners' Equity</u>			
3000 - Owners Equity - Prior Years	(60,900.87)	(60,900.87)	0.00
3274 - Initial Working Capital	630.80	630.80	0.00
<b>Total Unappropriated Owners' Equity</b>	<b>(60,270.07)</b>	<b>(60,270.07)</b>	<b>0.00</b>
<u>Reserves</u>			
3102 - Repair & Replacement Reserve - Prior Yrs	1,065,057.96	1,065,057.96	0.00
3188 - Interest Reserves - Prior Yrs	51,890.76	51,890.76	0.00
3276 - Reserve Contributions	210,760.00	184,415.00	26,345.00
3280 - Reserve Expenditures	(53,539.27)	(52,789.91)	(749.36)
<b>Total Reserves</b>	<b>1,274,169.45</b>	<b>1,248,573.81</b>	<b>25,595.64</b>
<u>Settlement Funds</u>			
3124 - Basheer Unallocated Settlement Fund	134,000.00	134,000.00	0.00
3250 - Basheer Settlement Fund	13,943.58	13,943.58	0.00
3254 - Settlement Fund - AM Gate	(26,230.47)	(26,230.47)	0.00

# Balance Sheet Report Lake Manassas ROA

As of February 29, 2016

	Balance Feb 29, 2016	Balance Jan 31, 2016	Change
<b><u>Owners' Equity</u></b>			
<b>Settlement Funds</b>			
3256 - Settlement Fund - Pool Cameras	(2,043.48)	(2,043.48)	0.00
<b>Total Settlement Funds</b>	119,669.63	119,669.63	0.00
<b>Total Owners' Equity</b>	1,333,569.01	1,307,973.37	25,595.64
<b>Net Income / (Loss)</b>	(1,308.76)	4,597.86	(5,906.62)
<b>Total Liabilities and Equity</b>	1,515,223.80	1,565,558.94	(50,335.14)

# Income Statement Summary

## Lake Manassas ROA

February 01, 2016 thru February 29, 2016

	Current Period		Year to Date (8 months)		Annual Budget	
	Actual	Budget	Actual	Budget		Variance
<b>Total Assessment Income</b>	109,512.68	109,128.00	879,015.69	915,256.00	(36,240.31)	1,351,768.00
Total User Fee Income	(25.00)	0.00	0.00	0.00	0.00	0.00
Total Collections Income	(75.00)	0.00	0.00	0.00	0.00	0.00
Total Other Income	321.46	1,772.00	16,027.49	13,908.50	2,118.99	21,000.00
<b>Total Income</b>	<b>109,734.14</b>	<b>110,900.00</b>	<b>895,043.18</b>	<b>929,164.50</b>	<b>(34,121.32)</b>	<b>1,372,768.00</b>
<b>Total Administrative</b>	25,944.48	19,522.50	157,015.94	178,532.00	(21,516.06)	261,973.00
Total Payroll & Benefits	22,231.42	21,565.50	169,814.58	172,528.50	(2,713.92)	258,793.00
Total Insurance	1,069.63	1,208.00	8,341.82	9,666.50	(1,324.68)	14,500.00
Total Utilities	2,496.54	3,275.00	19,060.18	26,200.00	(7,139.82)	39,300.00
Total Landscaping	5,725.00	7,333.00	56,272.37	67,766.50	(11,494.13)	106,200.00
Total Contracted Services	18,976.55	27,317.00	155,028.18	136,202.50	18,825.68	163,136.00
Total Repair & Maintenance	1,579.14	2,667.00	15,014.70	21,333.50	(6,318.80)	32,000.00
Total Pool/Community Center Expenses	450.49	833.00	27,927.16	31,138.00	(3,210.84)	66,100.00
Total Professional Services	10,822.51	8,681.00	75,822.24	75,850.50	(28.26)	111,476.00
Total Taxes	0.00	0.00	1,294.77	1,150.00	144.77	1,150.00
Total Other Expenses	0.00	0.00	0.00	2,000.00	(2,000.00)	2,000.00
Total Reserve Contributions	26,345.00	26,345.00	210,760.00	210,760.00	0.00	316,140.00
<b>Total Expense</b>	<b>115,640.76</b>	<b>118,747.00</b>	<b>896,351.94</b>	<b>933,128.00</b>	<b>(36,776.06)</b>	<b>1,372,768.00</b>
<b>Net Income / (Loss)</b>	<b>(5,906.62)</b>	<b>(7,847.00)</b>	<b>(1,308.76)</b>	<b>(3,963.50)</b>	<b>2,654.74</b>	<b>0.00</b>

# Income Statement Report Lake Manassas ROA

February 01, 2016 thru February 29, 2016

	Current Period		Year to Date (8 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
<b>Income</b>						
<b>Assessment Income</b>						
4000 - Residential Assessments	(109.32)	0.00	0.00	0.00	0.00	0.00
4001 - Residential Assessments	104,832.00	105,984.00	837,508.89	847,872.00	(10,363.11)	434,299.11
4014 - Townhome Assessments	2,150.00	1,720.00	16,356.00	13,760.00	2,596.00	4,284.00
4016 - Capital Contribution	0.00	384.00	0.00	2,304.00	(2,304.00)	3,840.00
4080 - Pipe Stem Assessment	912.00	1,040.00	8,494.80	8,320.00	174.80	3,985.20
4120 - Initial Contribution	0.00	0.00	2,832.00	0.00	2,832.00	(2,832.00)
4125 - Developer Assessments	1,728.00	0.00	13,824.00	43,000.00	(29,176.00)	29,176.00
<b>Total Assessment Income</b>	<b>109,512.68</b>	<b>109,128.00</b>	<b>879,015.69</b>	<b>915,256.00</b>	<b>(36,240.31)</b>	<b>472,752.31</b>
<b>User Fee Income</b>						
4248 - Administrative Fees	(25.00)	0.00	0.00	0.00	0.00	0.00
<b>Total User Fee Income</b>	<b>(25.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Collections Income</b>						
4725 - Delinquency Management	(75.00)	0.00	0.00	0.00	0.00	0.00
<b>Total Collections Income</b>	<b>(75.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Income</b>						
4205 - Application Fees	0.00	273.00	2,695.00	1,909.00	786.00	305.00
4220 - Gate & Access Fees	0.00	416.00	2,800.00	3,333.00	(533.00)	2,200.00
4245 - Newsletter Advertising	0.00	0.00	50.00	0.00	50.00	(50.00)
4260 - Resale Processing Fees	(874.49)	0.00	0.00	0.00	0.00	0.00
4700 - Collection Processing Fees	(6.74)	0.00	0.00	0.00	0.00	0.00
4710 - Late Fees & Interest	283.10	250.00	2,499.99	2,000.00	499.99	500.01
4720 - Legal Reimbursements	938.84	333.00	3,211.16	2,666.50	544.66	788.84
4805 - Violation Charges	0.00	167.00	(900.00)	1,333.50	(2,233.50)	2,900.00
4845 - Attorney Fees-Compliance	(354.10)	0.00	0.00	0.00	0.00	0.00

# Income Statement Report

## Lake Manassas ROA

February 01, 2016 thru February 29, 2016

	Current Period		Year to Date (8 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
<b>Income</b>						
<b>Other Income</b>						
4910 - Interest Earned - Reserve Accounts	334.85	333.00	5,671.34	2,666.50	3,004.84	(1,671.34)
<b>Total Other Income</b>	<b>321.46</b>	<b>1,772.00</b>	<b>16,027.49</b>	<b>13,908.50</b>	<b>2,118.99</b>	<b>4,972.51</b>
<b>Total Income</b>	<b>109,734.14</b>	<b>110,900.00</b>	<b>895,043.18</b>	<b>929,164.50</b>	<b>(34,121.32)</b>	<b>477,724.82</b>
<b>Expense</b>						
<b>Administrative</b>						
5010 - Bad Debt	0.00	0.00	0.00	17,000.00	(17,000.00)	17,000.00
5015 - Bank Charges	5.00	17.00	(15.05)	133.50	(148.55)	215.05
5020 - Board Expenses/Minutes	0.00	0.00	1,383.00	2,000.00	(617.00)	2,617.00
5030 - Coupon Costs	197.00	275.00	1,798.00	2,200.00	(402.00)	1,502.00
5035 - Architectural	0.00	167.00	30.00	1,333.50	(1,303.50)	1,970.00
5040 - Computer Other-C3	250.00	354.50	2,000.00	2,833.50	(833.50)	2,250.00
5065 - Committee Expenses	0.00	0.00	0.00	250.00	(250.00)	500.00
5090 - Office Supplies	1,413.70	700.00	5,282.32	5,600.00	(317.68)	3,117.68
5095 - Transponders	0.00	0.00	(550.00)	2,300.00	(2,850.00)	5,150.00
5100 - Storage Rental	192.50	193.00	1,564.50	1,546.50	18.00	755.50
5115 - Web Site Maintenance	50.00	40.00	395.00	320.00	75.00	85.00
5195 - Miscellaneous Expenses	0.00	0.00	271.50	0.00	271.50	(271.50)
5210 - Printing & Copying	493.93	333.00	4,930.29	2,666.50	2,263.79	(930.29)
5215 - Postage	141.04	333.00	3,244.12	2,666.50	577.62	755.88
5225 - Newsletter Services	0.00	0.00	661.31	800.00	(138.69)	938.69
6300 - Permits & Licenses	0.00	108.00	670.51	866.50	(195.99)	629.49
6325 - New Construction Committee	1,712.50	250.00	7,611.25	2,000.00	5,611.25	(4,611.25)
8150 - LMA Expenses	21,488.81	16,752.00	127,739.19	134,015.50	(6,276.31)	73,283.81
<b>Total Administrative</b>	<b>25,944.48</b>	<b>19,522.50</b>	<b>157,015.94</b>	<b>178,532.00</b>	<b>(21,516.06)</b>	<b>104,957.06</b>
<b>Payroll &amp; Benefits</b>						
5300 - Management Payroll Reimbursement	4,774.30	6,982.50	62,613.90	55,862.00	6,751.90	21,179.10
5312 - Security Contract- Western Gatehouse	17,137.12	13,333.00	99,535.68	106,666.50	(7,130.82)	60,464.32
5316 - Off Duty Police Patrol	320.00	1,250.00	7,600.00	10,000.00	(2,400.00)	7,400.00

**Income Statement Report**  
**Lake Manassas ROA**  
 February 01, 2016 thru February 29, 2016

	Current Period		Year to Date (8 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
<b>Expense</b>						
<b>Payroll &amp; Benefits</b>						
5322 - Casual Labor	0.00	0.00	65.00	0.00	0.00	(65.00)
<b>Total Payroll &amp; Benefits</b>	<b>22,231.42</b>	<b>21,565.50</b>	<b>169,814.58</b>	<b>172,528.50</b>	<b>258,793.00</b>	<b>88,978.42</b>
<b>Insurance</b>						
5445 - General Liability Insurance Premiums	1,069.63	1,208.00	8,341.82	9,666.50	14,500.00	6,158.18
<b>Total Insurance</b>	<b>1,069.63</b>	<b>1,208.00</b>	<b>8,341.82</b>	<b>9,666.50</b>	<b>14,500.00</b>	<b>6,158.18</b>
<b>Utilities</b>						
6000 - Electric Service	962.74	1,000.00	7,947.83	8,000.00	12,000.00	4,052.17
6025 - Water Service	751.02	1,250.00	4,236.81	10,000.00	15,000.00	10,763.19
6040 - Telephone/Internet	782.78	1,025.00	6,875.54	8,200.00	12,300.00	5,424.46
<b>Total Utilities</b>	<b>2,496.54</b>	<b>3,275.00</b>	<b>19,060.18</b>	<b>26,200.00</b>	<b>39,300.00</b>	<b>20,239.82</b>
<b>Landscaping</b>						
6100 - Grounds & Landscaping - Contract	5,725.00	7,333.00	45,766.53	58,666.50	88,000.00	42,233.47
6150 - Seasonal Color/Plantings	0.00	0.00	5,749.84	5,500.00	11,000.00	5,250.16
6299 - Irrigation System Contract	0.00	0.00	4,756.00	3,600.00	7,200.00	2,444.00
<b>Total Landscaping</b>	<b>5,725.00</b>	<b>7,333.00</b>	<b>56,272.37</b>	<b>67,766.50</b>	<b>106,200.00</b>	<b>49,927.63</b>
<b>Contracted Services</b>						
6035 - Trash and Recycling Service	6,892.85	6,608.00	52,311.58	52,866.50	79,300.00	26,988.42
6434 - Pest Control	59.70	125.00	477.60	1,000.00	1,500.00	1,022.40
6442 - Snow Removal Services	12,024.00	20,584.00	102,239.00	82,336.00	82,336.00	(19,903.00)
<b>Total Contracted Services</b>	<b>18,976.55</b>	<b>27,317.00</b>	<b>155,028.18</b>	<b>136,202.50</b>	<b>163,136.00</b>	<b>8,107.82</b>
<b>Repair &amp; Maintenance</b>						
6530 - Common Areas Repair & Maintenance	1,579.14	2,500.00	13,795.39	20,000.00	30,000.00	16,204.61
9814 - Special Projects	0.00	167.00	1,219.31	1,333.50	2,000.00	780.69
<b>Total Repair &amp; Maintenance</b>	<b>1,579.14</b>	<b>2,667.00</b>	<b>15,014.70</b>	<b>21,333.50</b>	<b>32,000.00</b>	<b>16,985.30</b>

# Income Statement Report Lake Manassas ROA

February 01, 2016 thru February 29, 2016

Expense	Current Period		Year to Date (8 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
<b>Pool/Community Center Expenses</b>						
6438 - Pool Management	0.00	0.00	20,468.75	21,471.50	50,100.00	29,631.25
6710 - Pool Supplies	0.00	0.00	2,776.89	3,000.00	6,000.00	3,223.11
9918 - Pool/Tennis Center Electricity	450.49	833.00	4,681.52	6,666.50	10,000.00	5,318.48
<b>Total Pool/Community Center Expenses</b>	<b>450.49</b>	<b>833.00</b>	<b>27,927.16</b>	<b>31,138.00</b>	<b>66,100.00</b>	<b>38,172.84</b>
<b>Professional Services</b>						
7000 - Audit & Tax Services	0.00	0.00	6,200.00	5,900.00	6,300.00	100.00
7010 - Engineering Services	0.00	0.00	2,356.00	500.00	1,000.00	(1,356.00)
7015 - Management Reimbursements	15.00	83.00	220.00	666.50	1,000.00	780.00
7025 - Legal Services - Collections	2,777.75	1,167.00	12,421.56	9,333.50	14,000.00	1,578.44
7030 - Legal Services - General Counsel	2,258.50	1,500.00	8,027.42	12,000.00	18,000.00	9,972.58
7035 - Other Collection Cost	423.26	583.00	3,813.26	4,666.50	7,000.00	3,186.74
7040 - Management Fees	5,348.00	5,348.00	42,784.00	42,784.00	64,176.00	21,392.00
<b>Total Professional Services</b>	<b>10,822.51</b>	<b>8,681.00</b>	<b>75,822.24</b>	<b>75,850.50</b>	<b>111,476.00</b>	<b>35,653.76</b>
<b>Taxes</b>						
9000 - Federal Income Tax	0.00	0.00	900.00	600.00	600.00	(300.00)
9005 - State Income Tax	0.00	0.00	300.00	400.00	400.00	100.00
9015 - Property/Real Estate Tax	0.00	0.00	94.77	150.00	150.00	55.23
<b>Total Taxes</b>	<b>0.00</b>	<b>0.00</b>	<b>1,294.77</b>	<b>1,150.00</b>	<b>1,150.00</b>	<b>(144.77)</b>
<b>Other Expenses</b>						
9908 - Misc Expenses	0.00	0.00	0.00	2,000.00	2,000.00	2,000.00
<b>Total Other Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>2,000.00</b>

# Income Statement Report

## Lake Manassas ROA

February 01, 2016 thru February 29, 2016

	Current Period		Year to Date (8 months)		Annual Budget	Budget Remaining
	Actual	Budget	Actual	Budget		
<u>Expense</u>						
Reserve Contributions						
9800 - Repair & Replacement Expenses	26,345.00	26,345.00	210,760.00	210,760.00	0.00	316,140.00
Total Reserve Contributions	26,345.00	26,345.00	210,760.00	210,760.00	0.00	316,140.00
Total Expense	115,640.76	118,747.00	896,351.94	933,128.00	(36,776.06)	1,372,768.00
Net Income / (Loss)	(5,906.62)	(7,847.00)	(1,308.76)	(3,963.50)	2,654.74	0.00
						1,308.76

# Income and Expense Projection Report

## Lake Manassas ROA

### Lake Manassas Residential OA

As of February 29, 2016

Account Description	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Full Year Projected	Total Budget
<b>Assessment Income</b>														
4000 - Residential Assessments	0	0	0	0	0	0	109	(109)	0	0	0	0	0	0
4001 - Residential Assessments	104,727	104,256	104,256	104,256	105,518	104,640	105,024	104,832	105,984	105,984	105,984	105,984	1,261,445	1,271,808
4014 - Townhome Assessments	2,080	1,892	1,892	1,892	2,236	2,064	2,150	2,150	1,720	1,720	1,720	1,720	23,236	20,640
4016 - Capital Contribution	0	0	0	0	0	0	0	0	384	384	384	384	1,536	3,840
4080 - Pipe Stem Assessment	904	992	904	904	944	2,023	912	912	1,040	1,040	1,040	1,040	12,655	12,480
4120 - Initial Contribution	1,680	0	0	0	768	0	384	0	0	0	0	0	2,832	0
4125 - Developer Assessments	1,728	1,728	1,728	1,728	1,728	1,728	1,728	1,728	0	0	0	0	13,824	43,000
<b>Total Assessment Income</b>	<b>111,119</b>	<b>108,868</b>	<b>108,780</b>	<b>108,780</b>	<b>111,194</b>	<b>110,455</b>	<b>110,307</b>	<b>109,513</b>	<b>109,128</b>	<b>109,128</b>	<b>109,128</b>	<b>109,128</b>	<b>1,315,528</b>	<b>1,351,768</b>
<b>User Fee Income</b>														
4248 - Administrative Fees	0	0	0	0	0	0	25	(25)	0	0	0	0	0	0
<b>Total User Fee Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>(25)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Collections Income</b>														
4725 - Delinquency Management	0	0	0	0	0	0	75	(75)	0	0	0	0	0	0
<b>Total Collections Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75</b>	<b>(75)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Income</b>														
4205 - Application Fees	370	0	220	335	185	50	1,535	0	273	273	272	273	3,786	3,000
4220 - Gate & Access Fees	0	0	400	750	150	900	600	0	417	417	416	417	4,467	5,000
4245 - Newsletter Advertising	0	0	0	0	50	0	0	0	0	0	0	0	50	0
4260 - Resale Processing Fees	0	0	0	0	0	0	874	(874)	0	0	0	0	0	0
4700 - Collection Processing Fees	0	0	0	0	0	0	7	(7)	0	0	0	0	0	0
4710 - Late Fees & Interest	361	264	270	334	355	338	294	283	250	250	250	250	3,500	3,000
4720 - Legal Reimbursements	905	127	915	282	0	42	0	939	334	334	333	334	4,545	4,000
4805 - Violation Charges	(900)	0	0	0	0	0	0	0	167	167	167	167	(234)	2,000
4845 - Attorney Fees-Compliance	0	0	0	0	0	0	354	(354)	0	0	0	0	0	0
4910 - Interest Earned - Reserve Accounts	714	714	740	727	808	816	817	335	334	334	333	334	7,005	4,000
<b>Total Other Income</b>	<b>1,450</b>	<b>1,105</b>	<b>2,545</b>	<b>2,429</b>	<b>1,548</b>	<b>2,146</b>	<b>4,482</b>	<b>321</b>	<b>1,774</b>	<b>1,774</b>	<b>1,771</b>	<b>1,774</b>	<b>23,119</b>	<b>21,000</b>
<b>Total Income</b>	<b>112,570</b>	<b>109,973</b>	<b>111,325</b>	<b>111,209</b>	<b>112,742</b>	<b>112,601</b>	<b>114,889</b>	<b>109,734</b>	<b>110,902</b>	<b>110,902</b>	<b>110,899</b>	<b>110,902</b>	<b>1,338,647</b>	<b>1,372,768</b>

# Income and Expense Projection Report

## Lake Manassas ROA

### Lake Manassas Residential OA

As of February 29, 2016

Account Description	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Full Year Projected	Total Budget
<b>Administrative</b>														
5010 - Bad Debt	0	0	0	0	0	0	0	0	0	0	0	0	0	17,000
5015 - Bank Charges	(20)	(0)	0	0	0	0	0	5	17	17	17	17	51	200
5020 - Board Expenses/Minutes	0	(150)	279	200	0	485	569	0	1,000	0	0	1,000	3,383	4,000
5030 - Coupon Costs	281	121	403	213	122	220	241	197	275	275	275	275	2,898	3,300
5035 - Architectural	304	0	(304)	0	30	0	0	0	167	167	167	167	697	2,000
5040 - Computer Other-C3	250	250	250	250	250	250	250	250	354	354	355	354	3,417	4,250
5065 - Committee Expenses	0	0	0	0	0	0	0	0	0	0	250	0	250	500
5090 - Office Supplies	(145)	27	1,129	128	76	562	2,091	1,414	700	700	700	700	8,082	8,400
5095 - Transponders	(550)	0	0	0	0	0	0	0	0	0	2,300	0	1,750	4,600
5100 - Storage Rental	196	196	196	196	196	196	196	193	194	194	193	194	2,338	2,320
5115 - Web Site Maintenance	40	40	40	95	40	40	50	50	40	40	40	40	555	480
5195 - Miscellaneous Expenses	272	0	0	0	0	0	0	0	0	0	0	0	272	0
5210 - Printing & Copying	361	297	742	1,281	222	1,475	58	494	334	334	333	334	6,264	4,000
5215 - Postage	722	290	941	543	87	366	155	141	334	334	333	334	4,578	4,000
5225 - Newsletter Services	0	0	0	330	0	0	331	0	400	0	0	400	1,461	1,600
6300 - Permits & Licenses	0	0	0	646	25	0	0	0	109	109	108	109	1,104	1,300
6325 - New Construction Committee	750	600	2,074	405	1,260	810	0	1,713	250	250	250	250	8,611	3,000
8150 - LMA Expenses	13,950	13,948	13,336	23,620	13,948	13,425	14,022	21,489	16,752	16,752	16,752	16,752	194,747	201,023
<b>Total Administrative</b>	<b>16,411</b>	<b>15,619</b>	<b>19,086</b>	<b>27,907</b>	<b>16,256</b>	<b>17,829</b>	<b>17,964</b>	<b>25,944</b>	<b>20,923</b>	<b>19,523</b>	<b>22,073</b>	<b>20,923</b>	<b>240,457</b>	<b>261,973</b>
<b>Payroll &amp; Benefits</b>														
5300 - Management Payroll Reimburseme	7,173	8,196	7,616	7,965	7,045	7,714	12,130	4,774	6,983	6,983	6,983	6,983	90,545	83,793
5312 - Security Contract- Western Gatehol	12,943	12,737	10,067	11,505	11,522	11,710	11,916	17,137	13,334	13,334	13,333	13,334	152,869	160,000
5316 - Off Duty Police Patrol	1,120	480	480	960	1,460	1,120	1,660	320	1,250	1,250	1,250	1,250	12,600	15,000
5322 - Casual Labor	65	0	0	0	0	0	0	0	0	0	0	0	65	0
<b>Total Payroll &amp; Benefits</b>	<b>21,301</b>	<b>21,413</b>	<b>18,163</b>	<b>20,430</b>	<b>20,027</b>	<b>20,544</b>	<b>25,705</b>	<b>22,231</b>	<b>21,567</b>	<b>21,566</b>	<b>21,566</b>	<b>21,566</b>	<b>256,079</b>	<b>258,793</b>
<b>Insurance</b>														
5445 - General Liability Insurance Premiur	914	1,055	1,060	1,060	1,060	1,065	1,060	1,070	1,209	1,209	1,208	1,209	13,175	14,500
<b>Total Insurance</b>	<b>914</b>	<b>1,055</b>	<b>1,060</b>	<b>1,060</b>	<b>1,060</b>	<b>1,065</b>	<b>1,060</b>	<b>1,070</b>	<b>1,209</b>	<b>1,209</b>	<b>1,208</b>	<b>1,209</b>	<b>13,175</b>	<b>14,500</b>

# Income and Expense Projection Report

## Lake Manassas ROA

### Lake Manassas Residential OA

As of February 29, 2016

Account Description	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Full Year Projected	Total Budget
<b>Utilities</b>														
6000 - Electric Service	836	865	853	895	936	1,830	770	963	1,000	1,000	1,000	1,000	11,948	12,000
6025 - Water Service	724	581	540	282	285	1,073	1	751	1,250	1,250	1,250	1,250	9,237	15,000
6040 - Telephone/Internet	897	827	1,129	933	540	815	952	783	1,025	1,025	1,025	1,025	10,976	12,300
<b>Total Utilities</b>	<b>2,457</b>	<b>2,274</b>	<b>2,523</b>	<b>2,109</b>	<b>1,760</b>	<b>3,719</b>	<b>1,722</b>	<b>2,497</b>	<b>3,275</b>	<b>3,275</b>	<b>3,275</b>	<b>3,275</b>	<b>32,160</b>	<b>39,300</b>
<b>Landscaping</b>														
6100 - Grounds & Landscaping - Contract	5,611	5,611	5,725	6,035	11,336	0	5,725	5,725	7,334	7,334	7,333	7,334	75,100	88,000
6150 - Seasonal Color/Plantings	0	0	0	5,750	0	0	0	0	0	0	5,500	0	11,250	11,000
6299 - Irrigation System Contract	2,378	0	0	0	0	0	0	0	900	900	900	900	5,978	7,200
<b>Total Landscaping</b>	<b>7,989</b>	<b>5,611</b>	<b>5,725</b>	<b>11,785</b>	<b>11,336</b>	<b>0</b>	<b>5,725</b>	<b>5,725</b>	<b>8,234</b>	<b>8,234</b>	<b>13,733</b>	<b>8,234</b>	<b>92,328</b>	<b>106,200</b>
<b>Contracted Services</b>														
6035 - Trash and Recycling Service	6,469	6,544	6,469	6,469	6,469	6,469	6,528	6,893	6,609	6,609	6,608	6,609	78,745	79,300
6434 - Pest Control	60	60	60	60	60	60	60	60	125	125	125	125	978	1,500
6442 - Snow Removal Services	0	0	0	0	0	0	90,215	12,024	0	0	0	0	102,239	82,336
<b>Total Contracted Services</b>	<b>6,529</b>	<b>6,604</b>	<b>6,529</b>	<b>6,529</b>	<b>6,529</b>	<b>6,529</b>	<b>96,802</b>	<b>18,977</b>	<b>6,734</b>	<b>6,734</b>	<b>6,733</b>	<b>6,734</b>	<b>181,962</b>	<b>163,136</b>
<b>Repair &amp; Maintenance</b>														
6530 - Common Areas Repair & Maintenan	3,423	2,229	990	1,042	960	1,690	1,883	1,579	2,500	2,500	2,500	2,500	23,795	30,000
9814 - Special Projects	0	0	459	0	0	0	760	0	167	167	167	167	1,886	2,000
<b>Total Repair &amp; Maintenance</b>	<b>3,423</b>	<b>2,229</b>	<b>1,450</b>	<b>1,042</b>	<b>960</b>	<b>1,690</b>	<b>2,643</b>	<b>1,579</b>	<b>2,667</b>	<b>2,667</b>	<b>2,667</b>	<b>2,667</b>	<b>25,681</b>	<b>32,000</b>
<b>Pool/Community Center Expenses</b>														
6438 - Pool Management	8,850	6,000	5,619	0	0	0	0	0	7,157	7,157	7,158	7,157	49,097	50,100
6710 - Pool Supplies	0	0	2,252	0	0	525	0	0	0	0	1,500	1,500	5,777	6,000
9918 - Pool/Tennis Center Electricity	58	2,105	799	132	155	0	981	450	834	834	833	834	8,015	10,000
<b>Total Pool/Community Center Expenses</b>	<b>8,908</b>	<b>8,105</b>	<b>8,670</b>	<b>132</b>	<b>155</b>	<b>525</b>	<b>981</b>	<b>450</b>	<b>7,991</b>	<b>7,991</b>	<b>9,491</b>	<b>9,491</b>	<b>62,889</b>	<b>66,100</b>
<b>Professional Services</b>														
7000 - Audit & Tax Services	0	0	0	6,200	0	0	0	0	0	400	0	0	6,600	6,300
7010 - Engineering Services	2,356	0	0	0	0	0	0	0	0	0	500	0	2,856	1,000
7015 - Management Reimbursements	15	65	15	15	15	15	65	15	84	84	83	84	554	1,000

# Income and Expense Projection Report

## Lake Manassas ROA

### Lake Manassas Residential OA

As of February 29, 2016

Account Description	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Full Year Projected	Total Budget
<b>Professional Services</b>														
7020 - Legal Services	(809)	809	0	0	0	0	0	0	0	0	0	0	0	0
7025 - Legal Services - Collections	809	429	3,513	1,256	1,353	1,413	872	2,778	1,167	1,167	1,167	1,167	17,088	14,000
7030 - Legal Services - General Counsel	0	2,144	514	1,112	314	431	1,255	2,259	1,500	1,500	1,500	1,500	14,027	18,000
7035 - Other Collection Cost	100	440	880	0	705	780	485	423	584	584	583	584	6,147	7,000
7040 - Management Fees	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	64,176	64,176
<b>Total Professional Services</b>	<b>7,819</b>	<b>9,235</b>	<b>10,269</b>	<b>13,930</b>	<b>7,735</b>	<b>7,987</b>	<b>8,024</b>	<b>10,823</b>	<b>8,682</b>	<b>9,082</b>	<b>9,181</b>	<b>8,682</b>	<b>111,448</b>	<b>111,476</b>
<b>Taxes</b>														
9000 - Federal Income Tax	0	0	0	900	0	0	0	0	0	0	0	0	900	600
9005 - State Income Tax	0	0	0	300	0	0	0	0	0	0	0	0	300	400
9015 - Property/Real Estate Tax	0	0	0	0	95	0	0	0	0	0	0	0	95	150
<b>Total Taxes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,200</b>	<b>95</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,295</b>	<b>1,150</b>
<b>Other Expenses</b>														
9818 - Building Expenses	1,025	(1,025)	0	0	0	0	0	0	0	0	0	0	0	0
9908 - Misc Expenses	0	0	0	0	0	0	0	0	0	0	0	0	0	2,000
<b>Total Other Expenses</b>	<b>1,025</b>	<b>(1,025)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>
<b>Reserve Contributions</b>														
9800 - Repair & Replacement Expenses	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	316,140	316,140
<b>Total Reserve Contributions</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>316,140</b>	<b>316,140</b>
<b>Total Expense</b>	<b>103,121</b>	<b>97,464</b>	<b>99,819</b>	<b>112,468</b>	<b>92,257</b>	<b>86,232</b>	<b>186,972</b>	<b>115,641</b>	<b>107,624</b>	<b>106,623</b>	<b>116,271</b>	<b>109,123</b>	<b>1,333,614</b>	<b>1,372,768</b>
<b>Total Lake Manassas Residential OA</b>	<b>9,449</b>	<b>12,509</b>	<b>11,507</b>	<b>(1,259)</b>	<b>20,485</b>	<b>26,368</b>	<b>(72,083)</b>	<b>(5,907)</b>	<b>3,278</b>	<b>4,279</b>	<b>(5,372)</b>	<b>1,779</b>	<b>5,033</b>	<b>0</b>

# Income and Expense Projection Report

## Lake Manassas ROA Townhomes

As of February 29, 2016

Account Description	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Full Year	Total
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Projected	Budget
Landscaping														
6299 - Irrigation System Contract	0	0	0	0	0	2,378	0	0	0	0	0	0	2,378	0
Total Landscaping	0	0	0	0	0	2,378	0	0	0	0	0	0	2,378	0
Total Expense	0	0	0	0	0	2,378	0	0	0	0	0	0	2,378	0
Total Townhomes	0	0	0	0	0	(2,378)	0	0	0	0	0	0	(2,378)	0

# Income and Expense Projection Report

## Lake Manassas ROA

As of February 29, 2016

Account Description	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Budget	Apr Budget	May Budget	Jun Budget	Full Year Projected	Total Budget
<b>Assessment Income</b>														
4000 - Residential Assessments	0	0	0	0	0	0	109	(109)	0	0	0	0	0	0
4001 - Residential Assessments	104,727	104,256	104,256	104,256	105,518	104,640	105,024	104,832	105,984	105,984	105,984	105,984	1,261,445	1,271,808
4014 - Townhome Assessments	2,080	1,892	1,892	1,892	2,236	2,064	2,150	2,150	1,720	1,720	1,720	1,720	23,236	20,640
4016 - Capital Contribution	0	0	0	0	0	0	0	0	384	384	384	384	1,536	3,840
4080 - Pipe Stem Assessment	904	992	904	904	944	2,023	912	912	1,040	1,040	1,040	1,040	12,655	12,480
4120 - Initial Contribution	1,680	0	0	0	768	0	384	0	0	0	0	0	2,832	0
4125 - Developer Assessments	1,728	1,728	1,728	1,728	1,728	1,728	1,728	1,728	0	0	0	0	13,824	43,000
<b>Total Assessment Income</b>	<b>111,119</b>	<b>108,868</b>	<b>108,780</b>	<b>108,780</b>	<b>111,194</b>	<b>110,455</b>	<b>110,307</b>	<b>109,513</b>	<b>109,128</b>	<b>109,128</b>	<b>109,128</b>	<b>109,128</b>	<b>1,315,528</b>	<b>1,351,768</b>
<b>User Fee Income</b>														
4248 - Administrative Fees	0	0	0	0	0	0	25	(25)	0	0	0	0	0	0
<b>Total User Fee Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25</b>	<b>(25)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Collections Income</b>														
4725 - Delinquency Management	0	0	0	0	0	0	75	(75)	0	0	0	0	0	0
<b>Total Collections Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75</b>	<b>(75)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Income</b>														
4205 - Application Fees	370	0	220	335	185	50	1,535	0	273	273	272	273	3,786	3,000
4220 - Gate & Access Fees	0	0	400	750	150	900	600	0	417	417	416	417	4,467	5,000
4245 - Newsletter Advertising	0	0	0	0	50	0	0	0	0	0	0	0	50	0
4260 - Resale Processing Fees	0	0	0	0	0	0	874	(874)	0	0	0	0	0	0
4700 - Collection Processing Fees	0	0	0	0	0	0	7	(7)	0	0	0	0	0	0
4710 - Late Fees & Interest	361	264	270	334	355	338	294	283	250	250	250	250	3,500	3,000
4720 - Legal Reimbursements	905	127	915	282	0	42	0	939	334	334	333	334	4,545	4,000
4805 - Violation Charges	(900)	0	0	0	0	0	0	0	167	167	167	167	(234)	2,000
4845 - Attorney Fees-Compliance	0	0	0	0	0	0	354	(354)	0	0	0	0	0	0
4910 - Interest Earned - Reserve Accounts	714	714	740	727	808	816	817	335	334	334	333	334	7,005	4,000
<b>Total Other Income</b>	<b>1,450</b>	<b>1,105</b>	<b>2,545</b>	<b>2,429</b>	<b>1,548</b>	<b>2,146</b>	<b>4,482</b>	<b>321</b>	<b>1,774</b>	<b>1,774</b>	<b>1,771</b>	<b>1,774</b>	<b>23,119</b>	<b>21,000</b>
<b>Total Income</b>	<b>112,570</b>	<b>109,973</b>	<b>111,325</b>	<b>111,209</b>	<b>112,742</b>	<b>112,601</b>	<b>114,889</b>	<b>109,734</b>	<b>110,902</b>	<b>110,902</b>	<b>110,899</b>	<b>110,902</b>	<b>1,338,647</b>	<b>1,372,768</b>

# Income and Expense Projection Report

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As of February 29, 2016

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<b>Administrative</b>														
5010 - Bad Debt	0	0	0	0	0	0	0	0	0	0	0	0	0	17,000
5015 - Bank Charges	(20)	(0)	0	0	0	0	0	5	17	17	17	17	51	200
5020 - Board Expenses/Minutes	0	(150)	279	200	0	485	569	0	1,000	0	0	1,000	3,383	4,000
5030 - Coupon Costs	281	121	403	213	122	220	241	197	275	275	275	275	2,898	3,300
5035 - Architectural	304	0	(304)	0	30	0	0	0	167	167	167	167	697	2,000
5040 - Computer Other-C3	250	250	250	250	250	250	250	250	354	354	355	354	3,417	4,250
5065 - Committee Expenses	0	0	0	0	0	0	0	0	0	0	250	0	250	500
5090 - Office Supplies	(145)	27	1,129	128	76	562	2,091	1,414	700	700	700	700	8,082	8,400
5095 - Transponders	(550)	0	0	0	0	0	0	0	0	0	2,300	0	1,750	4,600
5100 - Storage Rental	196	196	196	196	196	196	196	193	194	194	193	194	2,338	2,320
5115 - Web Site Maintenance	40	40	40	95	40	40	50	50	40	40	40	40	555	480
5195 - Miscellaneous Expenses	272	0	0	0	0	0	0	0	0	0	0	0	272	0
5210 - Printing & Copying	361	297	742	1,281	222	1,475	58	494	334	334	333	334	6,264	4,000
5215 - Postage	722	290	941	543	87	366	155	141	334	334	333	334	4,578	4,000
5225 - Newsletter Services	0	0	0	330	0	0	331	0	400	0	0	400	1,461	1,600
6300 - Permits & Licenses	0	0	0	646	25	0	0	0	109	109	108	109	1,104	1,300
6325 - New Construction Committee	750	600	2,074	405	1,260	810	0	1,713	250	250	250	250	8,611	3,000
8150 - LMA Expenses	13,950	13,948	13,335	23,620	13,948	13,425	14,022	21,489	16,752	16,752	16,752	16,752	194,747	201,023
<b>Total Administrative</b>	<b>16,411</b>	<b>15,619</b>	<b>19,086</b>	<b>27,907</b>	<b>16,256</b>	<b>17,829</b>	<b>17,964</b>	<b>25,944</b>	<b>20,923</b>	<b>19,523</b>	<b>22,073</b>	<b>20,923</b>	<b>240,457</b>	<b>261,973</b>
<b>Payroll &amp; Benefits</b>														
5300 - Management Payroll Reimburseme	7,173	8,196	7,616	7,985	7,045	7,714	12,130	4,774	6,983	6,983	6,983	6,983	90,545	83,793
5312 - Security Contract- Western Gatehol	12,943	12,737	10,067	11,505	11,522	11,710	11,916	17,137	13,334	13,334	13,333	13,334	152,869	160,000
5316 - Off Duty Police Patrol	1,120	480	480	960	1,460	1,120	1,660	320	1,250	1,250	1,250	1,250	12,600	15,000
5322 - Casual Labor	65	0	0	0	0	0	0	0	0	0	0	0	65	0
<b>Total Payroll &amp; Benefits</b>	<b>21,301</b>	<b>21,413</b>	<b>18,163</b>	<b>20,430</b>	<b>20,027</b>	<b>20,544</b>	<b>25,705</b>	<b>22,231</b>	<b>21,567</b>	<b>21,566</b>	<b>21,566</b>	<b>21,566</b>	<b>256,079</b>	<b>258,793</b>
<b>Insurance</b>														
5445 - General Liability Insurance Premium	914	1,055	1,060	1,060	1,060	1,065	1,060	1,070	1,209	1,209	1,208	1,209	13,175	14,500
<b>Total Insurance</b>	<b>914</b>	<b>1,055</b>	<b>1,060</b>	<b>1,060</b>	<b>1,060</b>	<b>1,065</b>	<b>1,060</b>	<b>1,070</b>	<b>1,209</b>	<b>1,209</b>	<b>1,208</b>	<b>1,209</b>	<b>13,175</b>	<b>14,500</b>

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<b>Utilities</b>														
6000 - Electric Service	836	865	853	895	936	1,830	770	963	1,000	1,000	1,000	1,000	11,948	12,000
6025 - Water Service	724	581	540	282	285	1,073	1	751	1,250	1,250	1,250	1,250	9,237	15,000
6040 - Telephone/Internet	897	827	1,129	933	540	815	952	783	1,025	1,025	1,025	1,025	10,976	12,300
<b>Total Utilities</b>	<b>2,457</b>	<b>2,274</b>	<b>2,523</b>	<b>2,109</b>	<b>1,760</b>	<b>3,719</b>	<b>1,722</b>	<b>2,497</b>	<b>3,275</b>	<b>3,275</b>	<b>3,275</b>	<b>3,275</b>	<b>32,160</b>	<b>39,300</b>
<b>Landscaping</b>														
6100 - Grounds & Landscaping - Contract	5,611	5,611	5,725	6,035	11,336	0	5,725	5,725	7,334	7,334	7,333	7,334	75,100	88,000
6150 - Seasonal Color/Plantings	0	0	0	5,750	0	0	0	0	0	0	5,500	0	11,250	11,000
6299 - Irrigation System- Contract	2,378	0	0	0	0	2,378	0	0	900	900	900	900	8,356	7,200
<b>Total Landscaping</b>	<b>7,989</b>	<b>5,611</b>	<b>5,725</b>	<b>11,785</b>	<b>11,336</b>	<b>2,378</b>	<b>5,725</b>	<b>5,725</b>	<b>8,234</b>	<b>8,234</b>	<b>13,733</b>	<b>8,234</b>	<b>94,706</b>	<b>106,200</b>
<b>Contracted Services</b>														
6035 - Trash and Recycling Service	6,469	6,544	6,469	6,469	6,469	6,469	6,528	6,893	6,609	6,609	6,608	6,609	78,745	79,300
6434 - Pest Control	60	60	60	60	60	60	60	60	125	125	125	125	978	1,500
6442 - Snow Removal Services	0	0	0	0	0	0	90,215	12,024	0	0	0	0	102,239	82,336
<b>Total Contracted Services</b>	<b>6,529</b>	<b>6,604</b>	<b>6,529</b>	<b>6,529</b>	<b>6,529</b>	<b>6,529</b>	<b>96,802</b>	<b>18,977</b>	<b>6,734</b>	<b>6,734</b>	<b>6,733</b>	<b>6,734</b>	<b>181,962</b>	<b>163,136</b>
<b>Repair &amp; Maintenance</b>														
6530 - Common Areas Repair & Maintenanar	3,423	2,229	990	1,042	960	1,690	1,883	1,579	2,500	2,500	2,500	2,500	23,795	30,000
9814 - Special Projects	0	0	459	0	0	0	760	0	167	167	167	167	1,886	2,000
<b>Total Repair &amp; Maintenance</b>	<b>3,423</b>	<b>2,229</b>	<b>1,450</b>	<b>1,042</b>	<b>960</b>	<b>1,690</b>	<b>2,643</b>	<b>1,579</b>	<b>2,667</b>	<b>2,667</b>	<b>2,667</b>	<b>2,667</b>	<b>25,681</b>	<b>32,000</b>
<b>Pool/Community Center Expenses</b>														
6438 - Pool Management	8,850	6,000	5,619	0	0	0	0	0	7,157	7,157	7,158	7,157	49,097	50,100
6710 - Pool Supplies	0	0	2,252	0	0	525	0	0	0	0	1,500	1,500	5,777	6,000
9918 - Pool/Tennis Center Electricity	58	2,105	799	132	155	0	981	450	834	834	833	834	8,015	10,000
<b>Total Pool/Community Center Expenses</b>	<b>8,908</b>	<b>8,105</b>	<b>8,670</b>	<b>132</b>	<b>155</b>	<b>525</b>	<b>981</b>	<b>450</b>	<b>7,991</b>	<b>7,991</b>	<b>9,491</b>	<b>9,491</b>	<b>62,889</b>	<b>66,100</b>
<b>Professional Services</b>														
7000 - Audit & Tax Services	0	0	0	6,200	0	0	0	0	0	400	0	0	6,600	6,300
7010 - Engineering Services	2,356	0	0	0	0	0	0	0	0	0	500	0	2,856	1,000
7015 - Management Reimbursements	15	65	15	15	15	15	65	15	84	84	83	84	554	1,000

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<b>Professional Services</b>														
7020 - Legal Services	(809)	809	0	0	0	0	0	0	0	0	0	0	0	0
7025 - Legal Services - Collections	809	429	3,513	1,256	1,353	1,413	872	2,778	1,167	1,167	1,167	1,167	17,088	14,000
7030 - Legal Services - General Counsel	0	2,144	514	1,112	314	431	1,255	2,259	1,500	1,500	1,500	1,500	14,027	18,000
7035 - Other Collection Cost	100	440	880	0	705	780	485	423	584	584	583	584	6,147	7,000
7040 - Management Fees	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	5,348	64,176	64,176
<b>Total Professional Services</b>	<b>7,819</b>	<b>9,235</b>	<b>10,269</b>	<b>13,930</b>	<b>7,735</b>	<b>7,987</b>	<b>8,024</b>	<b>10,823</b>	<b>8,682</b>	<b>9,082</b>	<b>9,181</b>	<b>8,682</b>	<b>111,448</b>	<b>111,476</b>
<b>Taxes</b>														
9000 - Federal Income Tax	0	0	0	900	0	0	0	0	0	0	0	0	900	600
9005 - State Income Tax	0	0	0	300	0	0	0	0	0	0	0	0	300	400
9015 - Property/Real Estate Tax	0	0	0	0	95	0	0	0	0	0	0	0	95	150
<b>Total Taxes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,200</b>	<b>95</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,295</b>	<b>1,150</b>
<b>Other Expenses</b>														
9818 - Building Expenses	1,025	(1,025)	0	0	0	0	0	0	0	0	0	0	0	0
9908 - Misc Expenses	0	0	0	0	0	0	0	0	0	0	0	0	0	2,000
<b>Total Other Expenses</b>	<b>1,025</b>	<b>(1,025)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>
<b>Reserve Contributions</b>														
9800 - Repair & Replacement Expenses	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	26,345	316,140	316,140
<b>Total Reserve Contributions</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>26,345</b>	<b>316,140</b>	<b>316,140</b>
<b>Total Expense</b>	<b>103,121</b>	<b>97,464</b>	<b>99,819</b>	<b>112,468</b>	<b>92,257</b>	<b>88,610</b>	<b>186,972</b>	<b>115,641</b>	<b>107,624</b>	<b>106,623</b>	<b>116,271</b>	<b>109,123</b>	<b>1,335,992</b>	<b>1,372,766</b>
<b>All Departments Summary</b>	<b>9,449</b>	<b>12,509</b>	<b>11,507</b>	<b>(1,259)</b>	<b>20,485</b>	<b>23,990</b>	<b>(72,083)</b>	<b>(5,907)</b>	<b>3,278</b>	<b>4,279</b>	<b>(5,372)</b>	<b>1,779</b>	<b>2,655</b>	<b>0</b>