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## MANAGEMENT MEMORANDUM

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**TO:** LAKE MANASSAS RESIDENTIAL OWNERS ASSOCIATION BOARD OF DIRECTORS  
**FROM:** COMMUNITY MANAGEMENT CORPORATION  
**SUBJECT:** MAY 2024 FINANCIAL REPORT  
**DATE:** 6/24/2024

### ***CASH & INVESTMENTS***

As of May 31, 2024, Lake Manassas Residential Owners Association had \$206,314.85 in operating funds. The Association currently has one money market account with Morgan Stanley in the amount of \$100,866.73. The Association currently has a savings account with Morgan Stanley that totals \$20,121.63 and 20 CD's, totaling \$1,600,000.00. There is also a Morgan Stanley Gov. Securities (US Treasury) account holding \$650,000.00 (see attached report for maturity dates & interest rates, behind the regular financials) With accrued interest, the Association has a total of cash and investments of \$2,599,252.68.

### ***BALANCE SHEET***

As of May 31, 2024 (66) accounts were delinquent in the amount of \$76,942.51 and (315) accounts were prepaid in the amount of \$95,590.90. Lake Manassas Residential Owners Association has a delinquency rate of 4.3% of the total assessments (\$1,771,368.00). This rate will change monthly as payments are made and others fall delinquent. The industry standard for assessments receivable is now 3% so the association has a slightly higher than standard delinquency rate at this time.

|              | <b># of accounts</b> | <b>total amount</b> | <b>Rate of Delinquency</b> |
|--------------|----------------------|---------------------|----------------------------|
| 30-day       | 34                   | \$9,812.33          | 12.75%                     |
| 31-60 day    | 4                    | \$4,932.39          | 6.41%                      |
| 61-90 day    | 1                    | \$469.39            | 61.00%                     |
| 91-120 day   | 6                    | \$6,898.75          | 8.97%                      |
| 120+ day     | 21                   | \$54,829.65         | 71.26%                     |
| <b>TOTAL</b> | <b>66</b>            | <b>\$76,942.51</b>  | <b>100.00%</b>             |

The Repair & Replacement Reserves balance as of May31, 2024 was \$2,152,081.88. The proper amount is being put into Reserves each month (the contribution is being fully funded). The Kamehameha & Turtle Point Townhome Reserves are shown separately on the Balance Sheet Report.

There is a positive balance of \$195,472.47 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 May 31, 2024, the Association closed the month on a negative at \$18,833.42 in income vs. expenses.

### **Year End Expense Variances**

#### **Administrative Expenses:**

The Association is showing a POSITIVE VARIANCE of \$12,637.97. This is mainly due to savings in GL 5085 – Office Equipment Lease, GL 5090 – Office Supplies, 5115 – Web Site Maintenance, GL 5210 – Printing & Copying, GL 5215 - Postage and GL 8150 – LMA Expenses.

#### **Payroll & Benefits Expenses:**

The Association is showing a NEGATIVE VARIANCE of \$8,905.49. This is due to overages in GL 5300 – Management Payroll Reimbursement (because of unbudgeted employee related costs) and in GL 5312 – Security Contract – Western Gatehouse.

#### **Utilities:**

The Association is showing a NEGATIVE VARIANCE of \$838.68. This is primarily due to high usage in GL 6035 – Water Service, due to the high heat weather.

#### **Landscaping:**

The Association is showing a POSITIVE VARIANCE of \$15,997.95. This is primarily due to YTD savings in all of the landscaping contracts.

#### **Contracted Services:**

The Association is showing a NEGATIVE VARIANCE of \$19,286.27. This is primarily due to GL 6035 – Trash & Recycling Services and in GL 6442 – Snow Removal Services.

#### **Repair and Maintenance:**

The Association is showing a POSITIVE VARIANCE of \$728.71. This is due to a YTD savings in GL 9814 – Special Projects.

#### **Pool/Community Center Expenses:**

The Association is showing a NEGATIVE VARIANCE of \$3,127.63. This is due to a large monthly invoice for GL 6710 – Pool Supplies.

#### **Professional Services:**

The Association is showing a POSITIVE VARIANCE of \$5,096.94. This is due to savings in GL 7025 – Legal Services – Collections, GL 7030 – Legal Services – General Counsel, GL 7035 – Other Collection Cost & GL 7040 – Management Fees.

#### **Taxes:**

The Association is showing a NEGATIVE VARIANCE of \$10,901.54. This is due to an actual YTD payment for GL 9000 – Federal Income Tax, not previously budgeted for.

#### **Reserve Contributions:**

The Association is showing a POSITIVE VARIANCE of \$31,715.61. This is due to expected revenue in GL 9806 – Reserve Interest Contribution.

# Lake Manassas Residential Owners Assoc.

## May 2024 Financial Report

Statement prepared by: Cheryl Weaver



## Investment Listing Report Lake Manassas ROA As of Fri May 31, 2024

| GI Account \ Institution                                  | Bank Account  | Investment Type                 | Current Balance            | Rate   | Purchase Date | Term | Maturity Date |
|---|---|---------------------------------|----------------------------|--------|---------------|------|---------------|
| <b>Cash &amp; Investments</b>                             |   |                                 |                            |        |               |      |               |
| 1013 - PPB Operating 1801<br>Pacific Premier Bank         | ****1801<br>Signers: John Tsitos<br>Carecel Hermogenes      | Other                           | 206,314.85                 | 0.000% | 06/30/2009    |      | 0             |
| 1330 - Morgan Stanley MM - 1172<br>Morgan Stanley         | ****1172<br>Signers: John Tsitos<br>Carecel Hermogenes      | Money Market                    | 100,866.73                 | 0.000% | 05/04/2021    |      | 0             |
| 1333 - Morgan Stanley Preferred Savings<br>Morgan Stanley | Signers: John Tsitos<br>Carecel Hermogenes                  | Savings Account                 | 20,121.63                  | 5.000% | 05/19/2023    |      | 0             |
| 1353 - Morgan Stanley CD<br>Morgan Stanley                | Signers: John Tsitos<br>Carecel Hermogenes                  | Certificate of Deposit          | 1,600,000.00               | 0.000% | 04/12/2021    |      | 0             |
|   | Various rates / Multiple CDs                                |                                 |                            |        |               |      |               |
| 1355 - Morgan Stanley Gov Securities<br>Morgan Stanley    | Various rates<br>Signers: John Tsitos<br>Carecel Hermogenes | US Treasury                     | 650,000.00                 | 0.000% | 02/28/2023    |      | 0             |
| 1730 - Accrued Interest Receivable<br>Accrued Interest    | ****Accr  | Other                           | 21,949.47                  | 0.000% | 06/30/2009    |      | 0             |
|   |   | <b>Total Cash Investments:</b>  | <u><u>2,599,252.68</u></u> |        |               |      |               |
|   |   | <b>Total Lake Manassas ROA:</b> | <u><u>2,599,252.68</u></u> |        |               |      |               |

*Cheryl Weaver*

**Balance Sheet Report**  
**Lake Manassas ROA**

As of May 31, 2024

|   | <u>Balance<br/>May 31, 2024</u> | <u>Balance<br/>Apr 30, 2024</u> | <u>Change</u>     |
|---|---------------------------------|---------------------------------|-------------------|
| <b><u>Assets</u></b>                      |                                 |                                 |                   |
| <b>Cash &amp; Investments</b>             |                                 |                                 |                   |
| 1013 - PPB Operating 1801                 | 206,314.85                      | 218,076.75                      | (11,761.90)       |
| 1330 - Morgan Stanley MM - 1172           | 100,866.73                      | 24,738.20                       | 76,128.53         |
| 1333 - Morgan Stanley Preferred Savings   | 20,121.63                       | 20,038.64                       | 82.99             |
| 1353 - Morgan Stanley CD                  | 1,600,000.00                    | 1,675,000.00                    | (75,000.00)       |
| 1355 - Morgan Stanley Gov Securities      | 650,000.00                      | 650,000.00                      | 0.00              |
| 1730 - Accrued Interest Receivable        | 21,949.47                       | 16,622.97                       | 5,326.50          |
| <b>Total Cash &amp; Investments</b>       | <b>2,599,252.68</b>             | <b>2,604,476.56</b>             | <b>(5,223.88)</b> |
| <b>Current Assets</b>                     |                                 |                                 |                   |
| 1500 - Residential Assessments Receivable | 76,942.51                       | 83,997.31                       | (7,054.80)        |
| 1530 - Allowance for Credit Losses        | (45,265.35)                     | (50,479.20)                     | 5,213.85          |
| 1600 - Prepaid Insurance                  | 3,095.76                        | 1,395.31                        | 1,700.45          |
| 1640 - Other Prepaid Expenses             | 12,234.20                       | 12,302.53                       | (68.33)           |
| 1655 - Unamortized Premium/Discount       | (3,863.28)                      | (3,863.28)                      | 0.00              |
| <b>Total Current Assets</b>               | <b>43,143.84</b>                | <b>43,352.67</b>                | <b>(208.83)</b>   |
| <b>Total Assets</b>                       | <b>2,642,396.52</b>             | <b>2,647,829.23</b>             | <b>(5,432.71)</b> |
| <b><u>Liabilities</u></b>                 |                                 |                                 |                   |
| <b>Current Liabilities</b>                |                                 |                                 |                   |
| 2015 - A/P Unclaimed Funds                | 255.69                          | 255.69                          | 0.00              |
| 2025 - Transfer Fee Payable               | 70.66                           | 0.00                            | 70.66             |
| 2050 - Resident Refunds                   | 0.00                            | 250.00                          | (250.00)          |
| 2300 - Accrued Expenses                   | 150,258.75                      | 97,085.93                       | 53,172.82         |
| 2400 - Accrued Payroll Payable            | 3,253.00                        | 1,807.00                        | 1,446.00          |
| 2500 - Construction Deposits              | 25,599.00                       | 25,399.00                       | 200.00            |

**Balance Sheet Report**  
**Lake Manassas ROA**

As of May 31, 2024

|   | <u>Balance<br/>May 31, 2024</u> | <u>Balance<br/>Apr 30, 2024</u> | <u>Change</u>      |
|---|---------------------------------|---------------------------------|--------------------|
| <b><u>Liabilities</u></b>                       |                                 |                                 |                    |
| <b>Current Liabilities</b>                      |                                 |                                 |                    |
| 2550 - Prepaid Assessments                      | 95,590.90                       | 93,285.45                       | 2,305.45           |
| <b>Total Current Liabilities</b>                | <b>275,028.00</b>               | <b>218,083.07</b>               | <b>56,944.93</b>   |
| <b>Total Liabilities</b>                        | <b>275,028.00</b>               | <b>218,083.07</b>               | <b>56,944.93</b>   |
| <b><u>Owners' Equity</u></b>                    |                                 |                                 |                    |
| <b>Unappropriated Owners' Equity</b>            |                                 |                                 |                    |
| 3000 - Owners Equity - Prior Years              | 195,472.47                      | 204,859.97                      | (9,387.50)         |
| <b>Total Unappropriated Owners' Equity</b>      | <b>195,472.47</b>               | <b>204,859.97</b>               | <b>(9,387.50)</b>  |
| <b>Reserves</b>                                 |                                 |                                 |                    |
| 3102 - Repair & Replacement Reserve - Prior Yrs | 2,020,645.28                    | 2,020,645.28                    | 0.00               |
| 3188 - Interest Reserves - Prior Yrs            | 35,696.05                       | 35,696.05                       | 0.00               |
| 3276 - Reserve Contributions                    | 359,654.00                      | 326,958.50                      | 32,695.50          |
| 3280 - Rpr & Rpl Reserve Expenses Common Area   | (385,753.88)                    | (334,269.13)                    | (51,484.75)        |
| 3300 - Pipe Stem Reserves - Prior Yr            | 22,966.00                       | 22,966.00                       | 0.00               |
| 3302 - Pipe Stem Reserves Contributions         | 11,616.00                       | 10,560.00                       | 1,056.00           |
| 3366 - Interest Reserves - Current Yr           | 67,520.11                       | 60,935.61                       | 6,584.50           |
| <b>Total Reserves</b>                           | <b>2,132,343.56</b>             | <b>2,143,492.31</b>             | <b>(11,148.75)</b> |
| <b>Reserves - Kamehameha TH</b>                 |                                 |                                 |                    |
| 3230 - Kamehameha TH Reserves- Prior Year       | 2,913.82                        | 2,913.82                        | 0.00               |
| 3232 - Kamehameha TH Reserve Contributions      | 2,035.00                        | 1,850.00                        | 185.00             |
| <b>Total Reserves - Kamehameha TH</b>           | <b>4,948.82</b>                 | <b>4,763.82</b>                 | <b>185.00</b>      |
| <b>Reserves - Turtle Point TH</b>               |                                 |                                 |                    |
| 3290 - Turtle Point TH Reserves- Prior Year     | 10,820.00                       | 10,820.00                       | 0.00               |

**Balance Sheet Report**  
**Lake Manassas ROA**

As of May 31, 2024

|  | <u>Balance</u><br><u>May 31, 2024</u> | <u>Balance</u><br><u>Apr 30, 2024</u> | <u>Change</u>      |
|--|---------------------------------------|---------------------------------------|--------------------|
| <b><u>Owners' Equity</u></b>                 |                                       |                                       |                    |
| <b>Reserves - Turtle Point TH</b>            |                                       |                                       |                    |
| 3292 - Turtle Point TH Reserve Contributions | 3,969.50                              | 3,608.50                              | 361.00             |
| <b>Total Reserves - Turtle Point TH</b>      | <u>14,789.50</u>                      | <u>14,428.50</u>                      | <u>361.00</u>      |
| <b>Settlement Funds</b>                      |                                       |                                       |                    |
| 3124 - Basheer Settlement Fund Income        | 38,647.59                             | 38,647.59                             | 0.00               |
| <b>Total Settlement Funds</b>                | <u>38,647.59</u>                      | <u>38,647.59</u>                      | <u>0.00</u>        |
| <b>Total Owners' Equity</b>                  | <u>2,386,201.94</u>                   | <u>2,406,192.19</u>                   | <u>(19,990.25)</u> |
| <b>Net Income / (Loss)</b>                   | <u>(18,833.42)</u>                    | <u>23,553.97</u>                      | <u>(42,387.39)</u> |
| <b>Total Liabilities and Equity</b>          | <u>2,642,396.52</u>                   | <u>2,647,829.23</u>                   | <u>(5,432.71)</u>  |

## Income Statement Summary

### Lake Manassas ROA

May 01, 2024 thru May 31, 2024

|   | Current Period     |                   |                    | Year to Date (11 months) |                     |                    | Annual Budget       |
|---|--------------------|-------------------|--------------------|--------------------------|---------------------|--------------------|---------------------|
|   | Actual             | Budget            | Variance           | Actual                   | Budget              | Variance           |                     |
| <b>Total Assessment Income</b>              | <b>147,394.00</b>  | <b>147,614.00</b> | <b>(220.00)</b>    | <b>1,621,334.00</b>      | <b>1,623,754.00</b> | <b>(2,420.00)</b>  | <b>1,771,368.00</b> |
| <b>Total Other Income</b>                   | <b>18,013.50</b>   | <b>15,519.00</b>  | <b>2,494.50</b>    | <b>193,421.10</b>        | <b>169,791.50</b>   | <b>23,629.60</b>   | <b>185,312.00</b>   |
| <b>Total Income</b>                         | <b>165,407.50</b>  | <b>163,133.00</b> | <b>2,274.50</b>    | <b>1,814,755.10</b>      | <b>1,793,545.50</b> | <b>21,209.60</b>   | <b>1,956,680.00</b> |
| <b>Total Administrative</b>                 | <b>36,605.56</b>   | <b>29,880.16</b>  | <b>8,725.40</b>    | <b>323,254.87</b>        | <b>335,892.84</b>   | <b>(12,637.97)</b> | <b>368,542.00</b>   |
| <b>Total Payroll &amp; Benefits</b>         | <b>37,590.84</b>   | <b>36,044.00</b>  | <b>1,546.84</b>    | <b>405,391.99</b>        | <b>396,486.50</b>   | <b>8,905.49</b>    | <b>432,531.00</b>   |
| <b>Total Insurance</b>                      | <b>1,549.55</b>    | <b>1,294.50</b>   | <b>255.05</b>      | <b>14,520.53</b>         | <b>14,240.50</b>    | <b>280.03</b>      | <b>15,535.00</b>    |
| <b>Total Utilities</b>                      | <b>5,945.19</b>    | <b>3,252.00</b>   | <b>2,693.19</b>    | <b>36,589.68</b>         | <b>35,751.00</b>    | <b>838.68</b>      | <b>39,000.00</b>    |
| <b>Total Landscaping</b>                    | <b>24,441.29</b>   | <b>10,410.00</b>  | <b>14,031.29</b>   | <b>164,409.05</b>        | <b>180,407.00</b>   | <b>(15,997.95)</b> | <b>190,816.00</b>   |
| <b>Total Contracted Services</b>            | <b>15,495.91</b>   | <b>12,629.50</b>  | <b>2,866.41</b>    | <b>188,214.27</b>        | <b>168,928.00</b>   | <b>19,286.27</b>   | <b>181,558.00</b>   |
| <b>Total Repair &amp; Maintenance</b>       | <b>3,939.78</b>    | <b>3,676.00</b>   | <b>263.78</b>      | <b>39,710.79</b>         | <b>40,439.50</b>    | <b>(728.71)</b>    | <b>44,116.00</b>    |
| <b>Total Pool/Community Center Expenses</b> | <b>20,341.77</b>   | <b>14,367.00</b>  | <b>5,974.77</b>    | <b>68,761.13</b>         | <b>65,633.50</b>    | <b>3,127.63</b>    | <b>80,000.00</b>    |
| <b>Total Professional Services</b>          | <b>19,003.00</b>   | <b>11,811.50</b>  | <b>7,191.50</b>    | <b>136,840.06</b>        | <b>141,937.00</b>   | <b>(5,096.94)</b>  | <b>153,750.00</b>   |
| <b>Total Taxes</b>                          | <b>0.00</b>        | <b>0.00</b>       | <b>0.00</b>        | <b>11,101.54</b>         | <b>200.00</b>       | <b>10,901.54</b>   | <b>200.00</b>       |
| <b>Total Reserve Contributions</b>          | <b>40,882.00</b>   | <b>37,552.00</b>  | <b>3,330.00</b>    | <b>444,794.61</b>        | <b>413,079.00</b>   | <b>31,715.61</b>   | <b>450,632.00</b>   |
| <b>Total Expense</b>                        | <b>207,794.89</b>  | <b>160,916.66</b> | <b>46,878.23</b>   | <b>1,833,588.52</b>      | <b>1,792,994.84</b> | <b>40,593.68</b>   | <b>1,956,680.00</b> |
| <br>  |                    |                   |                    |                          |                     |                    |                     |
| <b>Net Income / (Loss)</b>                  | <b>(42,387.39)</b> | <b>2,216.34</b>   | <b>(44,603.73)</b> | <b>(18,833.42)</b>       | <b>550.66</b>       | <b>(19,384.08)</b> | <b>0.00</b>         |

**Income Statement Report**  
**Lake Manassas ROA**  
**Consolidated**  
May 01, 2024 thru May 31, 2024

|   | Current Period    |                   |                 | Year to Date (11 months) |                     |                   | Annual Budget       | Budget Remaining  |
|---|-------------------|-------------------|-----------------|--------------------------|---------------------|-------------------|---------------------|-------------------|
|   | Actual            | Budget            | Variance        | Actual                   | Budget              | Variance          |                     |                   |
| <b>Income</b>                             |                   |                   |                 |                          |                     |                   |                     |                   |
| <b>Assessment Income</b>                  |                   |                   |                 |                          |                     |                   |                     |                   |
| 4001 - Residential Assessments            | 142,989.00        | 143,220.00        | (231.00)        | 1,572,879.00             | 1,575,420.00        | (2,541.00)        | 1,718,640.00        | 145,761.00        |
| 4003 - Kamehameha TH Assessments          | 820.00            | 820.00            | 0.00            | 9,020.00                 | 9,020.00            | 0.00              | 9,840.00            | 820.00            |
| 4004 - Turtle Point TH Assessments        | 2,100.00          | 2,100.00          | 0.00            | 23,100.00                | 23,100.00           | 0.00              | 25,200.00           | 2,100.00          |
| 4080 - Pipe Stem Assessment               | 1,254.00          | 1,254.00          | 0.00            | 13,794.00                | 13,794.00           | 0.00              | 15,048.00           | 1,254.00          |
| 4125 - Developer Assessments              | 231.00            | 220.00            | 11.00           | 2,541.00                 | 2,420.00            | 121.00            | 2,640.00            | 99.00             |
| <b>Total Assessment Income</b>            | <b>147,394.00</b> | <b>147,614.00</b> | <b>(220.00)</b> | <b>1,621,334.00</b>      | <b>1,623,754.00</b> | <b>(2,420.00)</b> | <b>1,771,368.00</b> | <b>150,034.00</b> |
| <b>Other Income</b>                       |                   |                   |                 |                          |                     |                   |                     |                   |
| 4205 - Application Fees                   | 255.00            | 928.00            | (673.00)        | 5,040.00                 | 9,273.00            | (4,233.00)        | 10,200.00           | 5,160.00          |
| 4220 - Gate & Access Fees                 | 515.00            | 416.00            | 99.00           | 3,974.90                 | 4,583.00            | (608.10)          | 5,000.00            | 1,025.10          |
| 4250 - Facilities Use Fee                 | 25.00             | 0.00              | 25.00           | 310.00                   | 0.00                | 310.00            | 0.00                | (310.00)          |
| 4710 - Late Fees & Interest               | 434.15            | 417.00            | 17.15           | 5,614.18                 | 4,583.50            | 1,030.68          | 5,000.00            | (614.18)          |
| 4720 - Legal Reimbursements               | 812.55            | 758.00            | 54.55           | 3,200.91                 | 8,341.50            | (5,140.59)        | 9,100.00            | 5,899.09          |
| 4805 - Violation Charges                  | 0.00              | 358.00            | (358.00)        | 4,500.00                 | 3,941.50            | 558.50            | 4,300.00            | (200.00)          |
| 4815 - Use of Prior Year Income/Deficit   | 9,387.50          | 9,387.00          | 0.50            | 103,261.00               | 103,260.50          | 0.50              | 112,648.00          | 9,387.00          |
| 4825 - Recovery of Bad Debt               | 0.00              | 250.00            | (250.00)        | 0.00                     | 2,750.00            | (2,750.00)        | 3,000.00            | 3,000.00          |
| 4835 - Miscellaneous Income               | 0.00              | 1,000.00          | (1,000.00)      | 0.00                     | 11,000.00           | (11,000.00)       | 12,000.00           | 12,000.00         |
| 4910 - Interest Earned - Reserve Accounts | 6,584.30          | 2,005.00          | 4,579.30        | 67,520.11                | 22,058.50           | 45,461.61         | 24,064.00           | (43,456.11)       |
| <b>Total Other Income</b>                 | <b>18,013.50</b>  | <b>15,519.00</b>  | <b>2,494.50</b> | <b>193,421.10</b>        | <b>169,791.50</b>   | <b>23,629.60</b>  | <b>185,312.00</b>   | <b>(8,109.10)</b> |
| <b>Total Income</b>                       | <b>165,407.50</b> | <b>163,133.00</b> | <b>2,274.50</b> | <b>1,814,755.10</b>      | <b>1,793,545.50</b> | <b>21,209.60</b>  | <b>1,956,680.00</b> | <b>141,924.90</b> |
| <b>Expense</b>                            |                   |                   |                 |                          |                     |                   |                     |                   |
| <b>Administrative</b>                     |                   |                   |                 |                          |                     |                   |                     |                   |
| 5010 - Bad Debt                           | 0.00              | 417.00            | (417.00)        | 0.00                     | 4,583.50            | (4,583.50)        | 5,000.00            | 5,000.00          |
| 5015 - Bank Charges                       | 0.00              | 4.50              | (4.50)          | 20.00                    | 46.00               | (26.00)           | 50.00               | 30.00             |
| 5020 - Board Expenses/Minutes             | 0.00              | 0.00              | 0.00            | 2,045.63                 | 2,818.00            | (772.37)          | 3,288.00            | 1,242.37          |
| 5030 - Account Setup/Maintenance          | 796.00            | 386.66            | 409.34          | 4,615.60                 | 4,253.34            | 362.26            | 4,640.00            | 24.40             |
| 5035 - Architectural                      | 0.00              | 42.00             | (42.00)         | 0.00                     | 458.50              | (458.50)          | 500.00              | 500.00            |
| 5040 - Computer Other-C3                  | 250.00            | 250.00            | 0.00            | 2,750.00                 | 2,750.00            | 0.00              | 3,000.00            | 250.00            |

**Income Statement Report**  
**Lake Manassas ROA**  
**Consolidated**  
May 01, 2024 thru May 31, 2024

|   | Current Period   |                  |                 | Year to Date (11 months) |                   |                    | Annual Budget     | Budget Remaining |
|---|------------------|------------------|-----------------|--------------------------|-------------------|--------------------|-------------------|------------------|
|   | Actual           | Budget           | Variance        | Actual                   | Budget            | Variance           |                   |                  |
| <b>Expense</b>                              |                  |                  |                 |                          |                   |                    |                   |                  |
| <b>Administrative</b>                       |                  |                  |                 |                          |                   |                    |                   |                  |
| 5065 - Committee Expenses                   | 0.00             | 59.00            | (59.00)         | 0.00                     | 642.00            | (642.00)           | 700.00            | 700.00           |
| 5085 - Office Equipment Lease               | 567.37           | 833.00           | (265.63)        | 6,870.73                 | 9,166.50          | (2,295.77)         | 10,000.00         | 3,129.27         |
| 5090 - Office Supplies                      | 82.40            | 583.00           | (500.60)        | 3,171.81                 | 6,416.50          | (3,244.69)         | 7,000.00          | 3,828.19         |
| 5095 - Transponders                         | 0.00             | 0.00             | 0.00            | 5,869.12                 | 1,250.00          | 4,619.12           | 2,500.00          | (3,369.12)       |
| 5100 - Storage Rental                       | 124.99           | 100.00           | 24.99           | 1,164.89                 | 1,100.00          | 64.89              | 1,200.00          | 35.11            |
| 5115 - Web Site Maintenance                 | 0.00             | 250.00           | (250.00)        | 1,394.88                 | 2,750.00          | (1,355.12)         | 3,000.00          | 1,605.12         |
| 5195 - Miscellaneous Expenses               | 0.00             | 0.00             | 0.00            | 1,142.65                 | 1,125.00          | 17.65              | 1,500.00          | 357.35           |
| 5210 - Printing & Copying                   | 963.02           | 542.00           | 421.02          | 4,913.04                 | 5,958.50          | (1,045.46)         | 6,500.00          | 1,586.96         |
| 5215 - Postage                              | 471.52           | 583.00           | (111.48)        | 4,172.56                 | 6,416.50          | (2,243.94)         | 7,000.00          | 2,827.44         |
| 5225 - Newsletter Services                  | 0.00             | 0.00             | 0.00            | 2,297.74                 | 2,025.00          | 272.74             | 2,700.00          | 402.26           |
| 6300 - Permits & Licenses                   | 437.50           | 25.00            | 412.50          | 592.50                   | 275.00            | 317.50             | 300.00            | (292.50)         |
| 6325 - New Construction Committee           | 866.25           | 1,133.00         | (266.75)        | 15,679.80                | 12,466.50         | 3,213.30           | 13,600.00         | (2,079.80)       |
| 8150 - LMA Expenses                         | 34,046.51        | 24,672.00        | 9,374.51        | 266,553.92               | 271,392.00        | (4,838.08)         | 296,064.00        | 29,510.08        |
| <b>Total Administrative</b>                 | <b>38,605.56</b> | <b>29,880.16</b> | <b>8,725.40</b> | <b>323,254.87</b>        | <b>335,892.84</b> | <b>(12,637.97)</b> | <b>368,542.00</b> | <b>45,287.13</b> |
| <b>Payroll &amp; Benefits</b>               |                  |                  |                 |                          |                   |                    |                   |                  |
| 5300 - Management Payroll Reimbursement     | 14,657.46        | 14,086.00        | 571.46          | 160,688.53               | 154,945.00        | 5,743.53           | 169,031.00        | 8,342.47         |
| 5308 - PT Covenants Inspector               | 0.00             | 125.00           | (125.00)        | 0.00                     | 1,375.00          | (1,375.00)         | 1,500.00          | 1,500.00         |
| 5312 - Security Contract- Western Gatehouse | 21,833.38        | 20,833.00        | 1,000.38        | 234,140.32               | 229,166.50        | 4,973.82           | 250,000.00        | 15,859.68        |
| 5316 - Off Duty Police Patrol               | 1,100.00         | 1,000.00         | 100.00          | 10,563.14                | 11,000.00         | (436.86)           | 12,000.00         | 1,436.86         |
| <b>Total Payroll &amp; Benefits</b>         | <b>37,590.84</b> | <b>36,044.00</b> | <b>1,546.84</b> | <b>405,391.99</b>        | <b>396,486.50</b> | <b>8,905.49</b>    | <b>432,531.00</b> | <b>27,139.01</b> |
| <b>Insurance</b>                            |                  |                  |                 |                          |                   |                    |                   |                  |
| 5445 - General Liability Insurance Premiums | 1,549.55         | 1,294.50         | 255.05          | 14,520.53                | 14,240.50         | 280.03             | 15,535.00         | 1,014.47         |
| <b>Total Insurance</b>                      | <b>1,549.55</b>  | <b>1,294.50</b>  | <b>255.05</b>   | <b>14,520.53</b>         | <b>14,240.50</b>  | <b>280.03</b>      | <b>15,535.00</b>  | <b>1,014.47</b>  |
| <b>Utilities</b>                            |                  |                  |                 |                          |                   |                    |                   |                  |
| 6000 - Electric Service                     | 1,192.29         | 1,084.00         | 108.29          | 14,111.44                | 11,917.00         | 2,194.44           | 13,000.00         | (1,111.44)       |
| 6025 - Water Service                        | 3,515.59         | 834.00           | 2,681.59        | 9,082.36                 | 9,167.00          | (84.64)            | 10,000.00         | 917.64           |

**Income Statement Report**  
**Lake Manassas ROA**  
**Consolidated**  
May 01, 2024 thru May 31, 2024

|   | Current Period   |                  |                  | Year to Date (11 months) |                   |                    | Annual Budget     | Budget Remaining  |
|---|------------------|------------------|------------------|--------------------------|-------------------|--------------------|-------------------|-------------------|
|   | Actual           | Budget           | Variance         | Actual                   | Budget            | Variance           |                   |                   |
| <b>Expense</b>                            |                  |                  |                  |                          |                   |                    |                   |                   |
| <b>Utilities</b>                          |                  |                  |                  |                          |                   |                    |                   |                   |
| 6040 - Telephone/Internet                 | 1,237.31         | 1,334.00         | (96.69)          | 13,395.88                | 14,667.00         | (1,271.12)         | 16,000.00         | 2,604.12          |
| <b>Total Utilities</b>                    | <b>5,945.19</b>  | <b>3,252.00</b>  | <b>2,693.19</b>  | <b>36,589.68</b>         | <b>35,751.00</b>  | <b>838.68</b>      | <b>39,000.00</b>  | <b>2,410.32</b>   |
| <b>Landscaping</b>                        |                  |                  |                  |                          |                   |                    |                   |                   |
| 6100 - Grounds & Landscaping - Contract   | 16,886.21        | 8,073.00         | 8,813.21         | 93,692.17                | 88,800.50         | 4,891.67           | 96,873.00         | 3,180.83          |
| 6110 - Landscape Repair & Maintenance     | 0.00             | 0.00             | 0.00             | 7,080.00                 | 8,000.00          | (920.00)           | 8,000.00          | 920.00            |
| 6115 - Kamehameha Landscape Contract      | 525.90           | 640.00           | (114.10)         | 5,784.90                 | 7,040.00          | (1,255.10)         | 7,680.00          | 1,895.10          |
| 6120 - Turtle Point TH Landscape Contract | 7,029.18         | 1,897.00         | 5,332.18         | 19,148.18                | 18,664.50         | 483.68             | 20,361.00         | 1,212.82          |
| 6150 - Seasonal Color/Plantings           | 0.00             | 0.00             | 0.00             | 26,493.80                | 45,962.00         | (19,468.20)        | 45,962.00         | 19,468.20         |
| 6299 - Irrigation System Contract         | 0.00             | 0.00             | 0.00             | 12,210.00                | 11,940.00         | 270.00             | 11,940.00         | (270.00)          |
| <b>Total Landscaping</b>                  | <b>24,441.29</b> | <b>10,410.00</b> | <b>14,031.29</b> | <b>164,409.05</b>        | <b>180,407.00</b> | <b>(15,997.95)</b> | <b>190,816.00</b> | <b>26,406.95</b>  |
| <b>Contracted Services</b>                |                  |                  |                  |                          |                   |                    |                   |                   |
| 6035 - Trash and Recycling Service        | 15,413.10        | 12,379.50        | 3,033.60         | 149,934.18               | 136,178.00        | 13,756.18          | 148,558.00        | (1,376.18)        |
| 6434 - Pest Control                       | 82.81            | 250.00           | (167.19)         | 1,895.09                 | 2,750.00          | (854.91)           | 3,000.00          | 1,104.91          |
| 6442 - Snow Removal Services              | 0.00             | 0.00             | 0.00             | 36,385.00                | 27,420.00         | 8,965.00           | 27,420.00         | (8,965.00)        |
| 6444 - Pipe Stem Snow Removal             | 0.00             | 0.00             | 0.00             | 0.00                     | 2,580.00          | (2,580.00)         | 2,580.00          | 2,580.00          |
| <b>Total Contracted Services</b>          | <b>15,495.91</b> | <b>12,629.50</b> | <b>2,866.41</b>  | <b>188,214.27</b>        | <b>168,928.00</b> | <b>19,286.27</b>   | <b>181,558.00</b> | <b>(6,656.27)</b> |
| <b>Repair &amp; Maintenance</b>           |                  |                  |                  |                          |                   |                    |                   |                   |
| 6530 - General Maintenance                | 3,939.78         | 2,676.00         | 1,263.78         | 38,543.69                | 29,439.50         | 9,104.19           | 32,116.00         | (6,427.69)        |
| 9100 - Contingency Operating              | 0.00             | 83.00            | (83.00)          | 0.00                     | 916.50            | (916.50)           | 1,000.00          | 1,000.00          |
| 9814 - Special Projects                   | 0.00             | 917.00           | (917.00)         | 1,167.10                 | 10,083.50         | (8,916.40)         | 11,000.00         | 9,832.90          |
| <b>Total Repair &amp; Maintenance</b>     | <b>3,939.78</b>  | <b>3,676.00</b>  | <b>263.78</b>    | <b>39,710.79</b>         | <b>40,439.50</b>  | <b>(728.71)</b>    | <b>44,116.00</b>  | <b>4,405.21</b>   |
| <b>Pool/Community Center Expenses</b>     |                  |                  |                  |                          |                   |                    |                   |                   |
| 6438 - Pool Management                    | 12,200.00        | 12,200.00        | 0.00             | 51,982.00                | 51,800.00         | 182.00             | 64,000.00         | 12,018.00         |
| 6710 - Pool Supplies                      | 6,860.67         | 1,250.00         | 5,610.67         | 7,886.53                 | 3,750.00          | 4,136.53           | 5,000.00          | (2,886.53)        |

**Income Statement Report**  
**Lake Manassas ROA**  
**Consolidated**  
May 01, 2024 thru May 31, 2024

| Expense                                     | Current Period   |                  |                 | Year to Date (11 months) |                   |                   | Annual Budget     | Budget Remaining   |
|---|------------------|------------------|-----------------|--------------------------|-------------------|-------------------|-------------------|--------------------|
|   | Actual           | Budget           | Variance        | Actual                   | Budget            | Variance          |                   |                    |
| <b>Pool/Community Center Expenses</b>       |                  |                  |                 |                          |                   |                   |                   |                    |
| 9918 - Pool/Tennis Center Electricity       | 1,281.10         | 917.00           | 364.10          | 8,892.60                 | 10,083.50         | (1,190.90)        | 11,000.00         | 2,107.40           |
| <b>Total Pool/Community Center Expenses</b> | <b>20,341.77</b> | <b>14,367.00</b> | <b>5,974.77</b> | <b>68,761.13</b>         | <b>65,633.50</b>  | <b>3,127.63</b>   | <b>80,000.00</b>  | <b>11,238.87</b>   |
| <b>Professional Services</b>                |                  |                  |                 |                          |                   |                   |                   |                    |
| 7000 - Audit & Tax Services                 | 0.00             | 0.00             | 0.00            | 7,450.00                 | 12,000.00         | (4,550.00)        | 12,000.00         | 4,550.00           |
| 7010 - Engineering Services                 | 0.00             | 83.00            | (83.00)         | 0.00                     | 916.50            | (916.50)          | 1,000.00          | 1,000.00           |
| 7015 - Management Reimbursements            | 40.00            | 45.50            | (5.50)          | 915.00                   | 504.00            | 411.00            | 550.00            | (365.00)           |
| 7025 - Legal Services - Collections         | 7,972.19         | 1,917.00         | 6,055.19        | 26,016.22                | 21,083.50         | 4,932.72          | 23,000.00         | (3,016.22)         |
| 7030 - Legal Services - General Counsel     | 5,250.81         | 3,833.00         | 1,417.81        | 40,823.84                | 42,166.50         | (1,342.66)        | 46,000.00         | 5,176.16           |
| 7035 - Other Collection Cost                | 390.00           | 583.00           | (193.00)        | 3,785.00                 | 6,416.50          | (2,631.50)        | 7,000.00          | 3,215.00           |
| 7040 - Management Fees                      | 5,350.00         | 5,350.00         | 0.00            | 57,850.00                | 58,850.00         | (1,000.00)        | 64,200.00         | 6,350.00           |
| <b>Total Professional Services</b>          | <b>19,003.00</b> | <b>11,811.50</b> | <b>7,191.50</b> | <b>136,840.06</b>        | <b>141,937.00</b> | <b>(5,096.94)</b> | <b>153,750.00</b> | <b>16,909.94</b>   |
| <b>Taxes</b>                                |                  |                  |                 |                          |                   |                   |                   |                    |
| 9000 - Federal Income Tax                   | 0.00             | 0.00             | 0.00            | 11,000.00                | 0.00              | 11,000.00         | 0.00              | (11,000.00)        |
| 9015 - Property/Real Estate Tax             | 0.00             | 0.00             | 0.00            | 101.54                   | 200.00            | (98.46)           | 200.00            | 98.46              |
| <b>Total Taxes</b>                          | <b>0.00</b>      | <b>0.00</b>      | <b>0.00</b>     | <b>11,101.54</b>         | <b>200.00</b>     | <b>10,901.54</b>  | <b>200.00</b>     | <b>(10,901.54)</b> |
| <b>Reserve Contributions</b>                |                  |                  |                 |                          |                   |                   |                   |                    |
| 9108 - Reserve Contributions - Kamehameha   | 185.00           | 185.00           | 0.00            | 2,035.00                 | 2,035.00          | 0.00              | 2,220.00          | 185.00             |
| 9109 - Reserve Contributions - Turtle Point | 361.00           | 360.50           | 0.50            | 3,969.50                 | 3,969.00          | 0.50              | 4,330.00          | 360.50             |
| 9110 - Reserve Contributions Pipe Stems     | 1,056.00         | 1,056.00         | 0.00            | 11,616.00                | 11,616.00         | 0.00              | 12,672.00         | 1,056.00           |
| 9800 - R & R Contributions - Common Area    | 32,695.50        | 32,695.50        | 0.00            | 359,654.00               | 359,654.00        | 0.00              | 392,350.00        | 32,696.00          |

**Income Statement Report**  
**Lake Manassas ROA**  
**Consolidated**  
 May 01, 2024 thru May 31, 2024

|                                      | Current Period     |                   |                    | Year to Date (11 months) |                     |                    | Annual Budget       | Budget Remaining  |
|--------------------------------------|--------------------|-------------------|--------------------|--------------------------|---------------------|--------------------|---------------------|-------------------|
|                                      | Actual             | Budget            | Variance           | Actual                   | Budget              | Variance           |                     |                   |
| <b>Expense</b>                       |                    |                   |                    |                          |                     |                    |                     |                   |
| <b>Reserve Contributions</b>         |                    |                   |                    |                          |                     |                    |                     |                   |
| 9806 - Reserve Interest Contribution | 6,584.50           | 3,255.00          | 3,329.50           | 67,520.11                | 35,805.00           | 31,715.11          | 39,060.00           | (28,460.11)       |
| <b>Total Reserve Contributions</b>   | <b>40,882.00</b>   | <b>37,552.00</b>  | <b>3,330.00</b>    | <b>444,794.61</b>        | <b>413,079.00</b>   | <b>31,715.61</b>   | <b>450,632.00</b>   | <b>5,837.39</b>   |
| <b>Total Expense</b>                 | <b>207,794.89</b>  | <b>160,916.66</b> | <b>46,878.23</b>   | <b>1,833,588.52</b>      | <b>1,792,994.84</b> | <b>40,593.68</b>   | <b>1,956,680.00</b> | <b>123,091.48</b> |
| <b>Net Income / (Loss)</b>           | <b>(42,387.39)</b> | <b>2,216.34</b>   | <b>(44,603.73)</b> | <b>(18,833.42)</b>       | <b>550.66</b>       | <b>(19,384.08)</b> | <b>0.00</b>         | <b>18,833.42</b>  |

**Income and Expense Projection Report**  
**Lake Manassas ROA**  
**Lake Manassas Residential OA**  
As of May 31, 2024

| Account Description                       | Jul<br>Actual  | Aug<br>Actual  | Sep<br>Actual  | Oct<br>Actual  | Nov<br>Actual  | Dec<br>Actual  | Jan<br>Actual  | Feb<br>Actual  | Mar<br>Actual  | Apr<br>Actual  | May<br>Actual  | Jun<br>Budget  | Full Year<br>Projected | Total<br>Budget  |
|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------------|------------------|
| <b>Assessment Income</b>                  |                |                |                |                |                |                |                |                |                |                |                |                |                        |                  |
| 4001 - Residential Assessments            | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 143,220        | 1,716,099              | 1,718,640        |
| 4003 - Kamehameha TH Assessments          | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 9,840                  | 9,840            |
| 4004 - Turtle Point TH Assessments        | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 25,200                 | 25,200           |
| 4080 - Pipe Stem Assessment               | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 15,048                 | 15,048           |
| 4125 - Developer Assessments              | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 220            | 2,761                  | 2,640            |
| <b>Total Assessment Income</b>            | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,614</b> | <b>1,768,948</b>       | <b>1,771,368</b> |
| <b>Other Income</b>                       |                |                |                |                |                |                |                |                |                |                |                |                |                        |                  |
| 4205 - Application Fees                   | 485            | 140            | 70             | 70             | 220            | 35             | 35             | 1,500          | 220            | 2,010          | 255            | 927            | 5,967                  | 10,200           |
| 4220 - Gate & Access Fees                 | 465            | 765            | 180            | 2,216          | 345            | (1,841)        | 280            | 610            | 330            | 110            | 515            | 417            | 4,392                  | 5,000            |
| 4250 - Facilities Use Fee                 | 0              | 0              | 120            | 60             | 65             | 40             | 0              | 0              | 0              | 0              | 25             | 0              | 310                    | 0                |
| 4710 - Late Fees & Interest               | (100)          | 1,730          | 379            | 586            | 388            | 430            | 453            | 401            | 387            | 526            | 434            | 417            | 6,031                  | 5,000            |
| 4720 - Legal Reimbursements               | 158            | 0              | 0              | 112            | 1,645          | 562            | (244)          | 59             | 337            | (240)          | 813            | 759            | 3,959                  | 9,100            |
| 4805 - Violation Charges                  | 0              | 250            | 1,500          | 1,550          | 550            | 0              | 350            | 0              | 0              | 300            | 0              | 359            | 4,859                  | 4,300            |
| 4815 - Use of Prior Year Income/Deficit   | 9,388          | 9,387          | 9,388          | 9,388          | 9,388          | 9,388          | 9,387          | 9,387          | 9,388          | 9,388          | 9,388          | 9,388          | 112,649                | 112,648          |
| 4825 - Recovery of Bad Debt               | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 250            | 250                    | 3,000            |
| 4835 - Miscellaneous Income               | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 1,000          | 1,000                  | 12,000           |
| 4910 - Interest Earned - Reserve Accounts | 5,252          | 5,675          | 5,617          | 6,071          | 5,892          | 6,158          | 6,920          | 6,336          | 6,718          | 6,296          | 6,584          | 2,006          | 69,526                 | 24,064           |
| <b>Total Other Income</b>                 | <b>15,647</b>  | <b>17,947</b>  | <b>17,254</b>  | <b>20,053</b>  | <b>18,492</b>  | <b>14,771</b>  | <b>17,181</b>  | <b>18,293</b>  | <b>17,380</b>  | <b>18,390</b>  | <b>18,014</b>  | <b>15,521</b>  | <b>208,942</b>         | <b>185,312</b>   |
| <b>Total Income</b>                       | <b>163,041</b> | <b>165,341</b> | <b>164,648</b> | <b>167,447</b> | <b>165,886</b> | <b>162,165</b> | <b>164,575</b> | <b>165,687</b> | <b>164,774</b> | <b>165,784</b> | <b>165,408</b> | <b>163,135</b> | <b>1,977,890</b>       | <b>1,956,680</b> |
| <b>Administrative</b>                     |                |                |                |                |                |                |                |                |                |                |                |                |                        |                  |
| 5010 - Bad Debt                           | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 417            | 417                    | 5,000            |
| 5015 - Bank Charges                       | 0              | 0              | 0              | 0              | 10             | 0              | 0              | 10             | 0              | 0              | 0              | 4              | 24                     | 50               |
| 5020 - Board Expenses/Minutes             | 161            | 795            | 0              | (636)          | 742            | 797            | 0              | 186            | 0              | 0              | 0              | 470            | 2,516                  | 3,288            |
| 5030 - Account Setup/Maintenance          | 7,091          | 329            | 499            | (5,994)        | 256            | 210            | 231            | 569            | 124            | 505            | 796            | 387            | 5,002                  | 4,640            |
| 5035 - Architectural                      | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 42             | 42                     | 500              |
| 5040 - Computer Other-C3                  | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 3,000                  | 3,000            |
| 5065 - Committee Expenses                 | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 58             | 58                     | 700              |
| 5085 - Office Equipment Lease             | 674            | 544            | 567            | 822            | 567            | 181            | 1,614          | 67             | 698            | 567            | 567            | 834            | 7,704                  | 10,000           |

**Income and Expense Projection Report**  
**Lake Manassas ROA**  
**Lake Manassas Residential OA**  
As of May 31, 2024

| Account Description                        | Jul<br>Actual | Aug<br>Actual | Sep<br>Actual | Oct<br>Actual | Nov<br>Actual | Dec<br>Actual | Jan<br>Actual | Feb<br>Actual | Mar<br>Actual | Apr<br>Actual | May<br>Actual | Jun<br>Budget | Full Year<br>Projected | Total<br>Budget |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------------------|-----------------|
| <b>Administrative</b>                      |               |               |               |               |               |               |               |               |               |               |               |               |                        |                 |
| 5090 - Office Supplies                     | 770           | 601           | 122           | (124)         | 715           | 150           | 308           | 126           | 131           | 291           | 82            | 584           | 3,755                  | 7,000           |
| 5095 - Transponders                        | 0             | 0             | 3,680         | 175           | 0             | 0             | 0             | 0             | 0             | 2,015         | 0             | 1,250         | 7,119                  | 2,500           |
| 5100 - Storage Rental                      | 90            | 90            | 90            | 90            | 20            | 160           | 125           | 125           | 125           | 125           | 125           | 100           | 1,265                  | 1,200           |
| 5115 - Web Site Maintenance                | 0             | 0             | 0             | 0             | 1,395         | 0             | 0             | 0             | 0             | 0             | 0             | 250           | 1,645                  | 3,000           |
| 5195 - Miscellaneous Expenses              | 0             | 560           | 0             | 182           | 106           | 0             | 50            | 0             | 245           | 0             | 0             | 375           | 1,518                  | 1,500           |
| 5210 - Printing & Copying                  | 253           | 415           | 1,614         | 423           | 177           | 341           | 113           | 151           | 246           | 216           | 963           | 542           | 5,455                  | 6,500           |
| 5215 - Postage                             | 477           | 1,067         | 1,071         | (485)         | 139           | 539           | 98            | 95            | 607           | 93            | 472           | 584           | 4,756                  | 7,000           |
| 5225 - Newsletter Services                 | 0             | 0             | 756           | 0             | 0             | 766           | 0             | 0             | 0             | 776           | 0             | 675           | 2,973                  | 2,700           |
| 6300 - Permits & Licenses                  | 0             | 0             | 0             | 130           | 0             | 25            | 0             | 0             | 0             | 0             | 438           | 25            | 618                    | 300             |
| 6325 - New Construction Committee          | 2,046         | 0             | 1,606         | 1,856         | 1,120         | 0             | 3,169         | 0             | 2,269         | 2,747         | 866           | 1,134         | 16,813                 | 13,600          |
| 8150 - LMA Expenses                        | 24,672        | 25,470        | 19,674        | 24,711        | 27,341        | 16,512        | 24,110        | 27,152        | 20,000        | 22,867        | 34,047        | 24,672        | 291,226                | 296,064         |
| <b>Total Administrative</b>                | <b>36,485</b> | <b>30,121</b> | <b>29,929</b> | <b>21,400</b> | <b>32,838</b> | <b>19,931</b> | <b>30,068</b> | <b>28,731</b> | <b>24,695</b> | <b>30,452</b> | <b>38,606</b> | <b>32,649</b> | <b>355,904</b>         | <b>368,542</b>  |
| <b>Payroll &amp; Benefits</b>              |               |               |               |               |               |               |               |               |               |               |               |               |                        |                 |
| 5300 - Management Payroll Reimbursement    | 13,871        | 14,971        | 14,382        | 14,901        | 13,446        | 19,540        | 12,640        | 13,803        | 14,416        | 14,061        | 14,657        | 14,088        | 174,775                | 169,031         |
| 5308 - PT Covenants Inspector              | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 125           | 125                    | 1,500           |
| 5312 - Security Contract-Western Gatehol   | 22,129        | 21,159        | 20,814        | 21,160        | 21,306        | 21,306        | 22,021        | 20,131        | 20,834        | 21,448        | 21,833        | 20,834        | 254,974                | 250,000         |
| 5316 - Off Duty Police Patrol              | 1,310         | 1,800         | 600           | 600           | 1,453         | 600           | 800           | 950           | 550           | 800           | 1,100         | 1,000         | 11,563                 | 12,000          |
| <b>Total Payroll &amp; Benefits</b>        | <b>37,309</b> | <b>37,931</b> | <b>35,795</b> | <b>36,661</b> | <b>36,205</b> | <b>41,446</b> | <b>35,461</b> | <b>34,884</b> | <b>35,800</b> | <b>36,309</b> | <b>37,591</b> | <b>36,045</b> | <b>441,436</b>         | <b>432,531</b>  |
| <b>Insurance</b>                           |               |               |               |               |               |               |               |               |               |               |               |               |                        |                 |
| 5445 - General Liability Insurance Premium | 1,295         | 1,305         | 1,295         | 1,295         | 1,295         | 1,300         | 1,295         | 1,305         | 1,295         | 1,295         | 1,550         | 1,295         | 15,815                 | 15,535          |
| <b>Total Insurance</b>                     | <b>1,295</b>  | <b>1,305</b>  | <b>1,295</b>  | <b>1,295</b>  | <b>1,295</b>  | <b>1,300</b>  | <b>1,295</b>  | <b>1,305</b>  | <b>1,295</b>  | <b>1,295</b>  | <b>1,550</b>  | <b>1,295</b>  | <b>15,815</b>          | <b>15,535</b>   |
| <b>Utilities</b>                           |               |               |               |               |               |               |               |               |               |               |               |               |                        |                 |
| 6000 - Electric Service                    | 995           | 630           | 1,114         | 1,206         | 1,185         | 1,249         | 907           | 2,182         | 1,350         | 2,101         | 1,192         | 1,083         | 15,194                 | 13,000          |
| 6025 - Water Service                       | 1,101         | 1,512         | 378           | 1,299         | 229           | 403           | 65            | 58            | 453           | 69            | 3,516         | 833           | 9,915                  | 10,000          |
| 6040 - Telephone/Internet                  | 1,161         | 1,144         | 1,264         | 1,182         | 479           | 1,322         | 1,582         | 1,568         | 1,238         | 1,237         | 1,237         | 1,333         | 14,729                 | 16,000          |
| <b>Total Utilities</b>                     | <b>3,257</b>  | <b>3,287</b>  | <b>2,756</b>  | <b>3,667</b>  | <b>1,893</b>  | <b>2,974</b>  | <b>2,554</b>  | <b>3,808</b>  | <b>3,041</b>  | <b>3,407</b>  | <b>5,945</b>  | <b>3,249</b>  | <b>39,839</b>          | <b>39,000</b>   |

**Income and Expense Projection Report**  
**Lake Manassas ROA**  
**Lake Manassas Residential OA**  
As of May 31, 2024

| Account Description                         | Jul Actual    | Aug Actual    | Sep Actual    | Oct Actual    | Nov Actual    | Dec Actual    | Jan Actual    | Feb Actual    | Mar Actual    | Apr Actual    | May Actual    | Jun Budget    | Full Year Projected | Total Budget   |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------------|----------------|
| <b>Landscaping</b>                          |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6100 - Grounds & Landscaping - Contract     | 7,982         | 7,982         | 7,982         | 7,982         | 7,982         | 4,966         | 3,016         | 12,948        | 4,986         | 10,998        | 16,886        | 8,073         | 101,765             | 96,873         |
| 6110 - Landscape Repair & Maintenance       | 0             | 7,080         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 7,080               | 8,000          |
| 6115 - Kamehameha Landscape Contract        | 526           | 526           | 0             | 1,052         | 526           | 526           | 0             | 1,052         | 526           | 526           | 526           | 640           | 6,425               | 7,680          |
| 6120 - Turtle Point TH Landscape Contract   | 1,212         | 1,212         | 1,212         | 1,212         | 1,212         | 0             | 1,212         | 1,212         | 0             | 3,636         | 7,029         | 1,697         | 20,845              | 20,361         |
| 6150 - Seasonal Color/Plantings             | 0             | 0             | 0             | 8,745         | 0             | 0             | 0             | 0             | 0             | 17,749        | 0             | 0             | 26,494              | 45,962         |
| 6299 - Irrigation System Contract           | 3,980         | 698           | (698)         | 0             | 4,100         | 0             | 0             | 0             | 4,130         | 0             | 0             | 0             | 12,210              | 11,940         |
| <b>Total Landscaping</b>                    | <b>13,700</b> | <b>17,498</b> | <b>8,496</b>  | <b>18,991</b> | <b>13,820</b> | <b>5,492</b>  | <b>4,228</b>  | <b>15,212</b> | <b>9,622</b>  | <b>32,909</b> | <b>24,441</b> | <b>10,409</b> | <b>174,818</b>      | <b>190,816</b> |
| <b>Contracted Services</b>                  |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6035 - Trash and Recycling Service          | 12,145        | 12,145        | 12,145        | 12,145        | 12,145        | 12,145        | 15,413        | 15,413        | 15,413        | 15,413        | 15,413        | 12,380        | 162,314             | 148,558        |
| 6434 - Pest Control                         | 368           | 368           | 83            | 83            | 83            | 497           | 83            | 83            | 83            | 83            | 83            | 250           | 2,145               | 3,000          |
| 6442 - Snow Removal Services                | 0             | 0             | 0             | 0             | 0             | 0             | 27,065        | 9,320         | 0             | 0             | 0             | 0             | 36,385              | 27,420         |
| 6444 - Pipe Stem Snow Removal               | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0                   | 2,580          |
| <b>Total Contracted Services</b>            | <b>12,513</b> | <b>12,513</b> | <b>12,228</b> | <b>12,228</b> | <b>12,228</b> | <b>12,642</b> | <b>42,561</b> | <b>24,816</b> | <b>15,496</b> | <b>15,496</b> | <b>15,496</b> | <b>12,630</b> | <b>200,844</b>      | <b>181,558</b> |
| <b>Repair &amp; Maintenance</b>             |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6530 - General Maintenance                  | 6,151         | 4,038         | 1,438         | 4,822         | 3,705         | 3,624         | 2,425         | 3,594         | 2,961         | 1,846         | 3,940         | 2,677         | 41,220              | 32,116         |
| 9100 - Contingency Operating                | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 84            | 84                  | 1,000          |
| 9814 - Special Projects                     | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 1,167         | 0             | 0             | 917           | 2,084               | 11,000         |
| <b>Total Repair &amp; Maintenance</b>       | <b>6,151</b>  | <b>4,038</b>  | <b>1,438</b>  | <b>4,822</b>  | <b>3,705</b>  | <b>3,624</b>  | <b>2,425</b>  | <b>3,594</b>  | <b>4,128</b>  | <b>1,846</b>  | <b>3,940</b>  | <b>3,677</b>  | <b>43,387</b>       | <b>44,116</b>  |
| <b>Pool/Community Center Expenses</b>       |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6438 - Pool Management                      | 12,200        | 6,100         | 950           | 2,232         | 0             | 0             | 0             | 0             | 6,100         | 12,200        | 12,200        | 12,200        | 64,182              | 64,000         |
| 6710 - Pool Supplies                        | 439           | 433           | 0             | 88            | 66            | 0             | 0             | 0             | 0             | 0             | 6,861         | 1,250         | 9,137               | 5,000          |
| 9918 - Pool/Tennis Center Electricity       | 1,417         | 1,242         | 988           | 149           | 571           | 570           | 754           | 781           | 533           | 606           | 1,281         | 917           | 9,809               | 11,000         |
| <b>Total Pool/Community Center Expenses</b> | <b>14,055</b> | <b>7,776</b>  | <b>1,938</b>  | <b>2,469</b>  | <b>637</b>    | <b>570</b>    | <b>754</b>    | <b>781</b>    | <b>6,633</b>  | <b>12,806</b> | <b>20,342</b> | <b>14,367</b> | <b>83,128</b>       | <b>80,000</b>  |
| <b>Professional Services</b>                |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 7000 - Audit & Tax Services                 | 0             | 0             | 7,000         | 450           | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 7,450               | 12,000         |
| 7010 - Engineering Services                 | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 84            | 84                  | 1,000          |
| 7015 - Management Reimbursements            | 40            | 15            | 15            | 15            | 15            | 15            | 15            | 15            | 690           | 40            | 40            | 46            | 961                 | 550            |

**Income and Expense Projection Report**  
**Lake Manassas ROA**  
**Lake Manassas Residential OA**  
As of May 31, 2024

| Account Description                         | Jul<br>Actual  | Aug<br>Actual   | Sep<br>Actual  | Oct<br>Actual  | Nov<br>Actual  | Dec<br>Actual  | Jan<br>Actual  | Feb<br>Actual  | Mar<br>Actual  | Apr<br>Actual   | May<br>Actual   | Jun<br>Budget  | Full Year<br>Projected | Total<br>Budget  |
|---|----------------|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-----------------|-----------------|----------------|------------------------|------------------|
| <b>Professional Services</b>                |                |                 |                |                |                |                |                |                |                |                 |                 |                |                        |                  |
| 7025 - Legal Services - Collections         | 0              | 5,199           | 0              | 956            | 3,606          | 2,630          | 1,318          | 1,603          | 773            | 1,959           | 7,972           | 1,917          | 27,933                 | 23,000           |
| 7030 - Legal Services - General Counsel     | 362            | 7,159           | 2,256          | 8,106          | 6,210          | 1,530          | 1,998          | 1,268          | 4,070          | 2,615           | 5,251           | 3,834          | 44,657                 | 46,000           |
| 7035 - Other Collection Cost                | 190            | 270             | 420            | 0              | 420            | 330            | 395            | 320            | 675            | 375             | 390             | 584            | 4,369                  | 7,000            |
| 7040 - Management Fees                      | 5,350          | 5,350           | 5,350          | 5,350          | 5,350          | 5,350          | 4,350          | 5,350          | 5,350          | 5,350           | 5,350           | 5,350          | 63,200                 | 64,200           |
| <b>Total Professional Services</b>          | <b>5,942</b>   | <b>17,993</b>   | <b>15,041</b>  | <b>14,877</b>  | <b>15,601</b>  | <b>9,854</b>   | <b>8,076</b>   | <b>8,555</b>   | <b>11,558</b>  | <b>10,339</b>   | <b>19,003</b>   | <b>11,813</b>  | <b>148,653</b>         | <b>153,750</b>   |
| <b>Taxes</b>                                |                |                 |                |                |                |                |                |                |                |                 |                 |                |                        |                  |
| 9000 - Federal Income Tax                   | 0              | 6,057           | 0              | 4,943          | 0              | 0              | 0              | 0              | 0              | 0               | 0               | 0              | 11,000                 | 0                |
| 9015 - Property/Real Estate Tax             | 0              | 0               | 0              | 0              | 102            | 0              | 0              | 0              | 0              | 0               | 0               | 0              | 102                    | 200              |
| <b>Total Taxes</b>                          | <b>0</b>       | <b>6,057</b>    | <b>0</b>       | <b>4,943</b>   | <b>102</b>     | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>        | <b>0</b>        | <b>0</b>       | <b>11,102</b>          | <b>200</b>       |
| <b>Reserve Contributions</b>                |                |                 |                |                |                |                |                |                |                |                 |                 |                |                        |                  |
| 9108 - Reserve Contributions - Kamehame     | 185            | 185             | 185            | 185            | 185            | 185            | 185            | 185            | 185            | 185             | 185             | 185            | 2,220                  | 2,220            |
| 9109 - Reserve Contributions - Turtle Point | 361            | 361             | 361            | 361            | 361            | 361            | 361            | 361            | 361            | 361             | 361             | 361            | 4,331                  | 4,330            |
| 9110 - Reserve Contributions Pipe Stems     | 1,056          | 1,056           | 1,056          | 1,056          | 1,056          | 1,056          | 1,056          | 1,056          | 1,056          | 1,056           | 1,056           | 1,056          | 12,672                 | 12,672           |
| 9800 - R & R Contributions - Common Area    | 32,696         | 32,696          | 32,696         | 32,696         | 32,696         | 32,696         | 32,696         | 32,696         | 32,695         | 32,697          | 32,696          | 32,696         | 392,350                | 392,350          |
| 9806 - Reserve Interest Contribution        | 5,252          | 5,675           | 5,617          | 6,071          | 5,892          | 6,158          | 6,920          | 6,336          | 6,718          | 6,296           | 6,585           | 3,255          | 70,775                 | 39,060           |
| <b>Total Reserve Contributions</b>          | <b>39,550</b>  | <b>39,972</b>   | <b>39,915</b>  | <b>40,369</b>  | <b>40,189</b>  | <b>40,456</b>  | <b>41,218</b>  | <b>40,633</b>  | <b>41,015</b>  | <b>40,595</b>   | <b>40,882</b>   | <b>37,553</b>  | <b>482,348</b>         | <b>450,632</b>   |
| <b>Total Expense</b>                        | <b>170,258</b> | <b>178,490</b>  | <b>148,831</b> | <b>161,721</b> | <b>158,513</b> | <b>138,288</b> | <b>168,640</b> | <b>162,319</b> | <b>153,282</b> | <b>185,453</b>  | <b>207,795</b>  | <b>163,685</b> | <b>1,997,274</b>       | <b>1,956,680</b> |
| <b>Total Lake Manassas Residential OA</b>   | <b>(7,217)</b> | <b>(13,149)</b> | <b>15,817</b>  | <b>5,726</b>   | <b>7,373</b>   | <b>23,877</b>  | <b>(4,065)</b> | <b>3,368</b>   | <b>11,492</b>  | <b>(19,669)</b> | <b>(42,387)</b> | <b>(551)</b>   | <b>(19,384)</b>        | <b>0</b>         |

**Income and Expense Projection Report**  
**Lake Manassas ROA**  
**Kamehameha TH**  
As of May 31, 2024

| Account Description                  | Jul<br>Actual | Aug<br>Actual | Sep<br>Actual | Oct<br>Actual | Nov<br>Actual | Dec<br>Actual | Jan<br>Actual | Feb<br>Actual | Mar<br>Actual | Apr<br>Actual | May<br>Actual | Jun<br>Budget | Full Year<br>Projected | Total<br>Budget |
|--------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------------------|-----------------|
| <b>Landscaping</b>                   |               |               |               |               |               |               |               |               |               |               |               |               |                        |                 |
| 6115 - Kamehameha Landscape Contract | 0             | 0             | 526           | (526)         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0                      | 0               |
| <b>Total Landscaping</b>             | 0             | 0             | 526           | (526)         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0                      | 0               |
| <b>Total Expense</b>                 | 0             | 0             | 526           | (526)         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0                      | 0               |
| <b>Total Kamehameha TH</b>           | 0             | 0             | (526)         | 526           | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0                      | 0               |

**Income and Expense Projection Report**  
**Lake Manassas ROA**  
As of May 31, 2024

| Account Description                       | Jul Actual     | Aug Actual     | Sep Actual     | Oct Actual     | Nov Actual     | Dec Actual     | Jan Actual     | Feb Actual     | Mar Actual     | Apr Actual     | May Actual     | Jun Budget     | Full Year Projected | Total Budget     |
|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---------------------|------------------|
| <b>Assessment Income</b>                  |                |                |                |                |                |                |                |                |                |                |                |                |                     |                  |
| 4001 - Residential Assessments            | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 142,989        | 143,220        | 1,716,099           | 1,718,640        |
| 4003 - Kamehameha TH Assessments          | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 820            | 9,840               | 9,840            |
| 4004 - Turtle Point TH Assessments        | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 2,100          | 25,200              | 25,200           |
| 4080 - Pipe Stem Assessment               | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 1,254          | 15,048              | 15,048           |
| 4125 - Developer Assessments              | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 231            | 220            | 2,761               | 2,640            |
| <b>Total Assessment Income</b>            | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,394</b> | <b>147,614</b> | <b>1,768,948</b>    | <b>1,771,368</b> |
| <b>Other Income</b>                       |                |                |                |                |                |                |                |                |                |                |                |                |                     |                  |
| 4205 - Application Fees                   | 485            | 140            | 70             | 70             | 220            | 35             | 35             | 1,500          | 220            | 2,010          | 255            | 927            | 5,967               | 10,200           |
| 4220 - Gate & Access Fees                 | 465            | 785            | 180            | 2,216          | 345            | (1,841)        | 280            | 610            | 330            | 110            | 515            | 417            | 4,392               | 5,000            |
| 4250 - Facilities Use Fee                 | 0              | 0              | 120            | 60             | 65             | 40             | 0              | 0              | 0              | 0              | 25             | 0              | 310                 | 0                |
| 4710 - Late Fees & Interest               | (100)          | 1,730          | 379            | 586            | 388            | 430            | 453            | 401            | 387            | 526            | 434            | 417            | 6,031               | 5,000            |
| 4720 - Legal Reimbursements               | 158            | 0              | 0              | 112            | 1,645          | 562            | (244)          | 59             | 337            | (240)          | 813            | 759            | 3,959               | 9,100            |
| 4805 - Violation Charges                  | 0              | 250            | 1,500          | 1,550          | 550            | 0              | 350            | 0              | 0              | 300            | 0              | 359            | 4,859               | 4,300            |
| 4815 - Use of Prior Year Income/Deficit   | 9,388          | 9,387          | 9,388          | 9,388          | 9,388          | 9,388          | 9,387          | 9,387          | 9,388          | 9,388          | 9,388          | 9,388          | 112,649             | 112,648          |
| 4825 - Recovery of Bad Debt               | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 250            | 250                 | 3,000            |
| 4835 - Miscellaneous Income               | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 1,000          | 1,000               | 12,000           |
| 4910 - Interest Earned - Reserve Accounts | 5,252          | 5,675          | 5,617          | 6,071          | 5,892          | 6,158          | 6,920          | 6,336          | 6,718          | 6,296          | 6,584          | 2,006          | 69,526              | 24,064           |
| <b>Total Other Income</b>                 | <b>15,647</b>  | <b>17,947</b>  | <b>17,254</b>  | <b>20,053</b>  | <b>18,492</b>  | <b>14,771</b>  | <b>17,181</b>  | <b>18,293</b>  | <b>17,380</b>  | <b>18,390</b>  | <b>18,014</b>  | <b>15,521</b>  | <b>208,942</b>      | <b>185,312</b>   |
| <b>Total Income</b>                       | <b>163,041</b> | <b>165,341</b> | <b>164,648</b> | <b>167,447</b> | <b>165,886</b> | <b>162,165</b> | <b>164,575</b> | <b>165,687</b> | <b>164,774</b> | <b>165,784</b> | <b>165,408</b> | <b>163,135</b> | <b>1,977,890</b>    | <b>1,956,680</b> |
| <b>Administrative</b>                     |                |                |                |                |                |                |                |                |                |                |                |                |                     |                  |
| 5010 - Bad Debt                           | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 417            | 417                 | 5,000            |
| 5015 - Bank Charges                       | 0              | 0              | 0              | 0              | 10             | 0              | 0              | 10             | 0              | 0              | 0              | 4              | 24                  | 50               |
| 5020 - Board Expenses/Minutes             | 161            | 795            | 0              | (636)          | 742            | 797            | 0              | 186            | 0              | 0              | 0              | 470            | 2,516               | 3,288            |
| 5030 - Account Setup/Maintenance          | 7,091          | 329            | 499            | (5,994)        | 256            | 210            | 231            | 569            | 124            | 505            | 796            | 387            | 5,002               | 4,640            |
| 5035 - Architectural                      | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 42             | 42                  | 500              |
| 5040 - Computer Other-C3                  | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 250            | 3,000               | 3,000            |
| 5065 - Committee Expenses                 | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 58             | 58                  | 700              |
| 5085 - Office Equipment Lease             | 674            | 544            | 567            | 822            | 567            | 181            | 1,614          | 67             | 698            | 567            | 567            | 834            | 7,704               | 10,000           |

**Income and Expense Projection Report**  
**Lake Manassas ROA**  
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| Account Description                        | Jul Actual    | Aug Actual    | Sep Actual    | Oct Actual    | Nov Actual    | Dec Actual    | Jan Actual    | Feb Actual    | Mar Actual    | Apr Actual    | May Actual    | Jun Budget    | Full Year Projected | Total Budget   |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------------|----------------|
| <b>Administrative</b>                      |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 5090 - Office Supplies                     | 770           | 601           | 122           | (124)         | 715           | 150           | 308           | 126           | 131           | 291           | 82            | 584           | 3,755               | 7,000          |
| 5095 - Transponders                        | 0             | 0             | 3,680         | 175           | 0             | 0             | 0             | 0             | 0             | 2,015         | 0             | 1,250         | 7,119               | 2,500          |
| 5100 - Storage Rental                      | 90            | 90            | 90            | 90            | 20            | 160           | 125           | 125           | 125           | 125           | 125           | 100           | 1,265               | 1,200          |
| 5115 - Web Site Maintenance                | 0             | 0             | 0             | 0             | 1,395         | 0             | 0             | 0             | 0             | 0             | 0             | 250           | 1,645               | 3,000          |
| 5195 - Miscellaneous Expenses              | 0             | 560           | 0             | 182           | 106           | 0             | 50            | 0             | 245           | 0             | 0             | 375           | 1,518               | 1,500          |
| 5210 - Printing & Copying                  | 253           | 415           | 1,614         | 423           | 177           | 341           | 113           | 161           | 246           | 216           | 963           | 542           | 5,455               | 6,500          |
| 5215 - Postage                             | 477           | 1,067         | 1,071         | (485)         | 139           | 539           | 98            | 95            | 607           | 93            | 472           | 584           | 4,756               | 7,000          |
| 5225 - Newsletter Services                 | 0             | 0             | 756           | 0             | 0             | 766           | 0             | 0             | 0             | 776           | 0             | 675           | 2,973               | 2,700          |
| 6300 - Permits & Licenses                  | 0             | 0             | 0             | 130           | 0             | 25            | 0             | 0             | 0             | 0             | 438           | 25            | 618                 | 300            |
| 6325 - New Construction Committee          | 2,046         | 0             | 1,606         | 1,856         | 1,120         | 0             | 3,169         | 0             | 2,269         | 2,747         | 866           | 1,134         | 16,813              | 13,600         |
| 8150 - LMA Expenses                        | 24,672        | 25,470        | 19,674        | 24,711        | 27,341        | 16,512        | 24,110        | 27,152        | 20,000        | 22,867        | 34,047        | 24,672        | 291,226             | 296,064        |
| <b>Total Administrative</b>                | <b>36,485</b> | <b>30,121</b> | <b>29,929</b> | <b>21,400</b> | <b>32,838</b> | <b>19,931</b> | <b>30,068</b> | <b>28,731</b> | <b>24,695</b> | <b>30,452</b> | <b>38,606</b> | <b>32,649</b> | <b>355,904</b>      | <b>368,542</b> |
| <b>Payroll &amp; Benefits</b>              |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 5300 - Management Payroll Reimburseme      | 13,871        | 14,971        | 14,382        | 14,901        | 13,446        | 19,540        | 12,640        | 13,803        | 14,416        | 14,061        | 14,657        | 14,086        | 174,775             | 169,031        |
| 5308 - PT Covenants Inspector              | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 125           | 125                 | 1,500          |
| 5312 - Security Contract- Western Gatehol  | 22,129        | 21,159        | 20,814        | 21,160        | 21,306        | 21,306        | 22,021        | 20,131        | 20,834        | 21,448        | 21,833        | 20,834        | 254,974             | 250,000        |
| 5316 - Off Duty Police Patrol              | 1,310         | 1,800         | 600           | 600           | 1,453         | 600           | 800           | 950           | 550           | 800           | 1,100         | 1,000         | 11,563              | 12,000         |
| <b>Total Payroll &amp; Benefits</b>        | <b>37,309</b> | <b>37,931</b> | <b>35,795</b> | <b>36,661</b> | <b>36,205</b> | <b>41,446</b> | <b>35,461</b> | <b>34,884</b> | <b>35,800</b> | <b>36,309</b> | <b>37,591</b> | <b>36,045</b> | <b>441,436</b>      | <b>432,531</b> |
| <b>Insurance</b>                           |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 5445 - General Liability Insurance Premiun | 1,295         | 1,305         | 1,295         | 1,295         | 1,295         | 1,300         | 1,295         | 1,305         | 1,295         | 1,295         | 1,550         | 1,295         | 15,815              | 15,535         |
| <b>Total Insurance</b>                     | <b>1,295</b>  | <b>1,305</b>  | <b>1,295</b>  | <b>1,295</b>  | <b>1,295</b>  | <b>1,300</b>  | <b>1,295</b>  | <b>1,305</b>  | <b>1,295</b>  | <b>1,295</b>  | <b>1,550</b>  | <b>1,295</b>  | <b>15,815</b>       | <b>15,535</b>  |
| <b>Utilities</b>                           |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6000 - Electric Service                    | 995           | 630           | 1,114         | 1,206         | 1,185         | 1,249         | 907           | 2,182         | 1,350         | 2,101         | 1,192         | 1,083         | 15,194              | 13,000         |
| 6025 - Water Service                       | 1,101         | 1,512         | 378           | 1,299         | 229           | 403           | 65            | 58            | 453           | 69            | 3,516         | 833           | 9,915               | 10,000         |
| 6040 - Telephone/Internet                  | 1,161         | 1,144         | 1,264         | 1,162         | 479           | 1,322         | 1,582         | 1,568         | 1,238         | 1,237         | 1,237         | 1,333         | 14,729              | 16,000         |
| <b>Total Utilities</b>                     | <b>3,257</b>  | <b>3,287</b>  | <b>2,756</b>  | <b>3,667</b>  | <b>1,893</b>  | <b>2,974</b>  | <b>2,554</b>  | <b>3,808</b>  | <b>3,041</b>  | <b>3,407</b>  | <b>5,945</b>  | <b>3,249</b>  | <b>39,839</b>       | <b>39,000</b>  |

**Income and Expense Projection Report**  
**Lake Manassas ROA**  
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| Account Description                         | Jul Actual    | Aug Actual    | Sep Actual    | Oct Actual    | Nov Actual    | Dec Actual    | Jan Actual    | Feb Actual    | Mar Actual    | Apr Actual    | May Actual    | Jun Budget    | Full Year Projected | Total Budget   |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------------|----------------|
| <b>Landscaping</b>                          |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6100 - Grounds & Landscaping - Contract     | 7,982         | 7,982         | 7,982         | 7,982         | 7,982         | 4,966         | 3,016         | 12,948        | 4,966         | 10,998        | 16,886        | 8,073         | 101,765             | 96,873         |
| 6110 - Landscape Repair & Maintenance       | 0             | 7,080         | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 7,080               | 8,000          |
| 6115 - Kamehameha Landscape Contract        | 526           | 526           | 526           | 526           | 526           | 526           | 0             | 1,052         | 526           | 526           | 526           | 640           | 6,425               | 7,680          |
| 6120 - Turtle Point TH Landscape Contract   | 1,212         | 1,212         | 1,212         | 1,212         | 1,212         | 0             | 1,212         | 1,212         | 0             | 3,636         | 7,029         | 1,697         | 20,845              | 20,361         |
| 6150 - Seasonal Color/Plantings             | 0             | 0             | 0             | 8,745         | 0             | 0             | 0             | 0             | 0             | 17,749        | 0             | 0             | 26,494              | 45,962         |
| 6299 - Irrigation System Contract           | 3,980         | 698           | (698)         | 0             | 4,100         | 0             | 0             | 0             | 4,130         | 0             | 0             | 0             | 12,210              | 11,940         |
| <b>Total Landscaping</b>                    | <b>13,700</b> | <b>17,498</b> | <b>9,022</b>  | <b>18,465</b> | <b>13,820</b> | <b>5,492</b>  | <b>4,228</b>  | <b>15,212</b> | <b>9,622</b>  | <b>32,909</b> | <b>24,441</b> | <b>10,409</b> | <b>174,818</b>      | <b>190,816</b> |
| <b>Contracted Services</b>                  |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6035 - Trash and Recycling Service          | 12,145        | 12,145        | 12,145        | 12,145        | 12,145        | 12,145        | 15,413        | 15,413        | 15,413        | 15,413        | 15,413        | 12,380        | 162,314             | 148,558        |
| 6434 - Pest Control                         | 368           | 368           | 83            | 83            | 83            | 497           | 83            | 83            | 83            | 83            | 83            | 250           | 2,145               | 3,000          |
| 6442 - Snow Removal Services                | 0             | 0             | 0             | 0             | 0             | 0             | 27,065        | 9,320         | 0             | 0             | 0             | 0             | 36,385              | 27,420         |
| 6444 - Pipe Stem Snow Removal               | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0                   | 2,580          |
| <b>Total Contracted Services</b>            | <b>12,513</b> | <b>12,513</b> | <b>12,228</b> | <b>12,228</b> | <b>12,228</b> | <b>12,642</b> | <b>42,561</b> | <b>24,816</b> | <b>15,496</b> | <b>15,496</b> | <b>15,496</b> | <b>12,630</b> | <b>200,844</b>      | <b>181,558</b> |
| <b>Repair &amp; Maintenance</b>             |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6530 - General Maintenance                  | 6,151         | 4,038         | 1,438         | 4,822         | 3,705         | 3,624         | 2,425         | 3,594         | 2,961         | 1,846         | 3,940         | 2,677         | 41,220              | 32,116         |
| 9100 - Contingency Operating                | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 84            | 84                  | 1,000          |
| 9814 - Special Projects                     | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 1,167         | 0             | 0             | 917           | 2,084               | 11,000         |
| <b>Total Repair &amp; Maintenance</b>       | <b>6,151</b>  | <b>4,038</b>  | <b>1,438</b>  | <b>4,822</b>  | <b>3,705</b>  | <b>3,624</b>  | <b>2,425</b>  | <b>3,594</b>  | <b>4,128</b>  | <b>1,846</b>  | <b>3,940</b>  | <b>3,677</b>  | <b>43,387</b>       | <b>44,116</b>  |
| <b>Pool/Community Center Expenses</b>       |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 6438 - Pool Management                      | 12,200        | 6,100         | 950           | 2,232         | 0             | 0             | 0             | 0             | 6,100         | 12,200        | 12,200        | 12,200        | 64,182              | 64,000         |
| 6710 - Pool Supplies                        | 439           | 433           | 0             | 88            | 66            | 0             | 0             | 0             | 0             | 0             | 6,861         | 1,250         | 9,137               | 5,000          |
| 9918 - Pool/Tennis Center Electricity       | 1,417         | 1,242         | 988           | 149           | 571           | 570           | 754           | 781           | 533           | 606           | 1,281         | 917           | 9,809               | 11,000         |
| <b>Total Pool/Community Center Expenses</b> | <b>14,055</b> | <b>7,776</b>  | <b>1,938</b>  | <b>2,469</b>  | <b>637</b>    | <b>570</b>    | <b>754</b>    | <b>781</b>    | <b>6,633</b>  | <b>12,806</b> | <b>20,342</b> | <b>14,367</b> | <b>83,128</b>       | <b>80,000</b>  |
| <b>Professional Services</b>                |               |               |               |               |               |               |               |               |               |               |               |               |                     |                |
| 7000 - Audit & Tax Services                 | 0             | 0             | 7,000         | 450           | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 7,450               | 12,000         |
| 7010 - Engineering Services                 | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 84            | 84                  | 1,000          |
| 7015 - Management Reimbursements            | 40            | 15            | 15            | 15            | 15            | 15            | 15            | 15            | 690           | 40            | 40            | 46            | 961                 | 550            |

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| Account Description                         | Jul Actual     | Aug Actual      | Sep Actual     | Oct Actual     | Nov Actual     | Dec Actual     | Jan Actual     | Feb Actual     | Mar Actual     | Apr Actual      | May Actual      | Jun Budget     | Full Year Projected | Total Budget     |
|---|----------------|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-----------------|-----------------|----------------|---------------------|------------------|
| <b>Professional Services</b>                |                |                 |                |                |                |                |                |                |                |                 |                 |                |                     |                  |
| 7025 - Legal Services - Collections         | 0              | 5,199           | 0              | 956            | 3,606          | 2,630          | 1,318          | 1,603          | 773            | 1,959           | 7,972           | 1,917          | 27,933              | 23,000           |
| 7030 - Legal Services - General Counsel     | 362            | 7,159           | 2,256          | 8,106          | 6,210          | 1,530          | 1,998          | 1,268          | 4,070          | 2,615           | 5,251           | 3,834          | 44,657              | 46,000           |
| 7035 - Other Collection Cost                | 190            | 270             | 420            | 0              | 420            | 330            | 395            | 320            | 675            | 375             | 390             | 584            | 4,369               | 7,000            |
| 7040 - Management Fees                      | 5,350          | 5,350           | 5,350          | 5,350          | 5,350          | 5,350          | 4,350          | 5,350          | 5,350          | 5,350           | 5,350           | 5,350          | 63,200              | 64,200           |
| <b>Total Professional Services</b>          | <b>5,942</b>   | <b>17,993</b>   | <b>15,041</b>  | <b>14,877</b>  | <b>15,601</b>  | <b>9,854</b>   | <b>8,076</b>   | <b>8,555</b>   | <b>11,558</b>  | <b>10,339</b>   | <b>19,003</b>   | <b>11,813</b>  | <b>148,653</b>      | <b>153,750</b>   |
| <b>Taxes</b>                                |                |                 |                |                |                |                |                |                |                |                 |                 |                |                     |                  |
| 9000 - Federal Income Tax                   | 0              | 6,057           | 0              | 4,943          | 0              | 0              | 0              | 0              | 0              | 0               | 0               | 0              | 11,000              | 0                |
| 9015 - Property/Real Estate Tax             | 0              | 0               | 0              | 0              | 102            | 0              | 0              | 0              | 0              | 0               | 0               | 0              | 102                 | 200              |
| <b>Total Taxes</b>                          | <b>0</b>       | <b>6,057</b>    | <b>0</b>       | <b>4,943</b>   | <b>102</b>     | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>        | <b>0</b>        | <b>0</b>       | <b>11,102</b>       | <b>200</b>       |
| <b>Reserve Contributions</b>                |                |                 |                |                |                |                |                |                |                |                 |                 |                |                     |                  |
| 9108 - Reserve Contributions - Kamehame     | 185            | 185             | 185            | 185            | 185            | 185            | 185            | 185            | 185            | 185             | 185             | 185            | 2,220               | 2,220            |
| 9109 - Reserve Contributions - Turtle Point | 361            | 361             | 361            | 361            | 361            | 361            | 361            | 361            | 361            | 361             | 361             | 361            | 4,331               | 4,330            |
| 9110 - Reserve Contributions Pipe Stems     | 1,056          | 1,056           | 1,056          | 1,056          | 1,056          | 1,056          | 1,056          | 1,056          | 1,056          | 1,056           | 1,056           | 1,056          | 12,672              | 12,672           |
| 9800 - R & R Contributions - Common Areas   | 32,696         | 32,696          | 32,696         | 32,696         | 32,696         | 32,696         | 32,696         | 32,696         | 32,696         | 32,697          | 32,696          | 32,696         | 392,350             | 392,350          |
| 9806 - Reserve Interest Contribution        | 5,252          | 5,675           | 5,617          | 6,071          | 5,892          | 6,158          | 6,920          | 6,336          | 6,718          | 6,296           | 6,585           | 3,255          | 70,775              | 39,060           |
| <b>Total Reserve Contributions</b>          | <b>39,550</b>  | <b>39,972</b>   | <b>39,915</b>  | <b>40,369</b>  | <b>40,189</b>  | <b>40,456</b>  | <b>41,218</b>  | <b>40,633</b>  | <b>41,015</b>  | <b>40,595</b>   | <b>40,882</b>   | <b>37,553</b>  | <b>482,348</b>      | <b>450,632</b>   |
| <b>Total Expense</b>                        | <b>170,258</b> | <b>178,490</b>  | <b>149,357</b> | <b>161,195</b> | <b>158,513</b> | <b>138,288</b> | <b>168,640</b> | <b>162,319</b> | <b>153,282</b> | <b>185,453</b>  | <b>207,795</b>  | <b>163,685</b> | <b>1,997,274</b>    | <b>1,956,680</b> |
| <b>All Departments Summary</b>              | <b>(7,217)</b> | <b>(13,149)</b> | <b>15,291</b>  | <b>6,252</b>   | <b>7,373</b>   | <b>23,877</b>  | <b>(4,065)</b> | <b>3,368</b>   | <b>11,492</b>  | <b>(19,669)</b> | <b>(42,387)</b> | <b>(551)</b>   | <b>(19,384)</b>     | <b>0</b>         |