

**Richmond Square Office Townhouse Condominiums Council of Co-Owners, Inc.**  
**Balance Sheet**  
**9/30/2018**

**Assets**Cash & Equivalents

01010 - BB&amp;T Checking \$16,277.28

01030 - BB&amp;T Savings \$45,922.83

Cash & Equivalents Total \$62,200.11Accounts Receivable

01205 - Assessments Receivable, Ops \$1,589.20

01240 - A/R Other \$3,357.00

Accounts Receivable Total \$4,946.20Other Current Assets

01250 - Prepaid Expenses (\$1,332.33)

Other Current Assets Total (\$1,332.33)*Assets Total*

\$65,813.98

**Liabilities and Equity**Current Liabilities

01600 - Prepaid Owner Assessments \$4,859.00

Current Liabilities Total \$4,859.00Long Term Liabilities

01900 - Loan Payable \$73,178.07

Long Term Liabilities Total \$73,178.07Retained Earnings

(\$22,711.37)

Net Income

\$10,488.28

*Liabilities & Equity Total*

\$65,813.98

**Richmond Square Office Townhouse Condominiums Council of Co-Owners, Inc.**  
**Budget Comparison Report**  
**9/1/2018 - 9/30/2018**

	9/1/2018 - 9/30/2018			7/1/2018 - 9/30/2018			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<b>Income</b>							
<u>Income</u>							
03020 - Assessments, Operations	\$9,665.00	\$9,673.33	(\$8.33)	\$28,995.00	\$29,019.99	(\$24.99)	\$116,080.00
03080 - Interest Income	\$5.44	\$7.50	(\$2.06)	\$20.69	\$22.50	(\$1.81)	\$90.00
03140 - Misc. Income	\$0.00	\$0.00	\$0.00	\$12.00	\$0.00	\$12.00	\$0.00
<u>Total Income</u>	\$9,670.44	\$9,680.83	(\$10.39)	\$29,027.69	\$29,042.49	(\$14.80)	\$116,170.00
<b>Total Income</b>	\$9,670.44	\$9,680.83	(\$10.39)	\$29,027.69	\$29,042.49	(\$14.80)	\$116,170.00
<b>Expense</b>							
<u>Administrative &amp; General</u>							
04010 - Interest Expense	\$271.87	\$300.00	\$28.13	\$818.75	\$900.00	\$81.25	\$3,600.00
04025 - Accounting & Audit Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,975.00
04050 - Bad Debt Expense	\$0.00	\$0.00	\$0.00	\$345.00	\$0.00	(\$345.00)	\$0.00
04075 - Bank Fees	\$0.00	\$0.00	\$0.00	\$12.00	\$0.00	(\$12.00)	\$0.00
04100 - Dues & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00
04125 - Federal & State Taxes	\$0.00	\$175.00	\$175.00	\$0.00	\$175.00	\$175.00	\$175.00
04150 - Insurance, Business Liability	\$0.00	\$1,300.00	\$1,300.00	\$4,201.20	\$3,900.00	(\$301.20)	\$15,600.00
04225 - Management Fees	\$661.00	\$650.00	(\$11.00)	\$1,983.00	\$1,950.00	(\$33.00)	\$7,800.00
04275 - Office Supplies	\$7.36	\$13.33	\$5.97	\$128.50	\$39.99	(\$88.51)	\$160.00
04300 - Postage	\$3.29	\$7.50	\$4.21	\$48.68	\$22.50	(\$26.18)	\$90.00
<u>Total Administrative &amp; General</u>	\$943.52	\$2,445.83	\$1,502.31	\$7,537.13	\$6,987.49	(\$549.64)	\$30,415.00
<u>Maintenance, Buildings</u>							
04540 - Fire Alarm Systems, Monitoring	\$91.58	\$91.67	\$0.09	\$274.74	\$275.01	\$0.27	\$1,100.00
04550 - Fire Alarm Systems, Inspections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00
04560 - Fire Alarm Systems, Telephone	\$246.26	\$250.00	\$3.74	\$738.46	\$750.00	\$11.54	\$3,000.00
04565 - Fire Alarm Systems, Repairs	\$0.00	\$100.00	\$100.00	\$0.00	\$300.00	\$300.00	\$1,200.00
04600 - Repairs, General	\$0.00	\$150.00	\$150.00	\$33.73	\$450.00	\$416.27	\$1,800.00
04605 - Repairs, Signs	\$0.00	\$100.00	\$100.00	\$0.00	\$300.00	\$300.00	\$1,200.00
04625 - Pest Control Services	\$0.00	\$200.00	\$200.00	\$250.00	\$600.00	\$350.00	\$2,400.00
04640 - Repairs, Plumbing	\$0.00	\$200.00	\$200.00	\$0.00	\$600.00	\$600.00	\$2,400.00
04680 - Roof, Downspouts & Gutters	\$0.00	\$250.00	\$250.00	\$0.00	\$750.00	\$750.00	\$3,000.00
04700 - Roof, General	\$0.00	\$200.00	\$200.00	\$1,315.00	\$600.00	(\$715.00)	\$2,400.00
04730 - Repairs, Exterior Lighting	\$14.82	\$0.00	(\$14.82)	\$14.82	\$0.00	(\$14.82)	\$0.00
<u>Total Maintenance, Buildings</u>	\$352.66	\$1,541.67	\$1,189.01	\$2,626.75	\$4,625.01	\$1,998.26	\$18,850.00
<u>Maintenance, Grounds</u>							
05540 - Grounds Maintenance, Contract	\$514.10	\$541.67	\$27.57	\$1,513.20	\$1,625.01	\$111.81	\$6,500.00
05550 - Grounds Maintenance, Landscaping	\$0.00	\$350.00	\$350.00	\$0.00	\$1,050.00	\$1,050.00	\$4,200.00
05555 - Grounds Maintenance, Trees	\$0.00	\$100.00	\$100.00	\$742.00	\$300.00	(\$442.00)	\$1,200.00
05560 - Grounds Maintenance, Other	\$180.00	\$0.00	(\$180.00)	\$495.00	\$0.00	(\$495.00)	\$0.00
05565 - Ice & Snow Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00
05570 - Irrigation Systems	\$0.00	\$75.00	\$75.00	\$355.00	\$225.00	(\$130.00)	\$900.00
05580 - Light Repairs, Landscaping	\$0.00	\$0.00	\$0.00	\$58.61	\$0.00	(\$58.61)	\$0.00
05585 - Light Repairs, Building	\$0.00	\$50.00	\$50.00	\$0.00	\$150.00	\$150.00	\$600.00
<u>Total Maintenance, Grounds</u>	\$694.10	\$1,116.67	\$422.57	\$3,163.81	\$3,350.01	\$186.20	\$17,400.00
<u>Utilities</u>							

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**Budget Comparison Report**  
**9/1/2018 - 9/30/2018**

	9/1/2018 - 9/30/2018			7/1/2018 - 9/30/2018			
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Annual Budget</b>
06010 - Electricity	\$0.00	\$208.33	\$208.33	\$549.12	\$624.99	\$75.87	\$2,500.00
06040 - Sewer	\$546.84	\$500.00	(\$46.84)	\$1,528.30	\$1,500.00	(\$28.30)	\$6,000.00
06050 - Telephone	(\$0.01)	\$0.00	\$0.01	(\$0.01)	\$0.00	\$0.01	\$0.00
06060 - Trash Removal	\$96.40	\$100.00	\$3.60	\$289.20	\$300.00	\$10.80	\$1,200.00
06065 - Water	\$799.44	\$708.33	(\$91.11)	\$2,203.86	\$2,124.99	(\$78.87)	\$8,500.00
06070 - Water Quality Mgm Fee	\$245.00	\$225.00	(\$20.00)	\$641.25	\$675.00	\$33.75	\$2,700.00
<u>Total Utilities</u>	\$1,687.67	\$1,741.66	\$53.99	\$5,211.72	\$5,224.98	\$13.26	\$20,900.00
<u>Reserves</u>							
07125 - Reserves, Ext. Painting	\$0.00	\$8,300.00	\$8,300.00	\$0.00	\$8,300.00	\$8,300.00	\$8,300.00
07130 - Reserves, Ext. Painting Repairs	\$0.00	\$7,300.00	\$7,300.00	\$0.00	\$7,300.00	\$7,300.00	\$7,300.00
<u>Total Reserves</u>	\$0.00	\$15,600.00	\$15,600.00	\$0.00	\$15,600.00	\$15,600.00	\$15,600.00
<b>Total Expense</b>	\$3,677.95	\$22,445.83	\$18,767.88	\$18,539.41	\$35,787.49	\$17,248.08	\$103,165.00
Operating Net Income	\$5,992.49	(\$12,765.00)	\$18,757.49	\$10,488.28	(\$6,745.00)	\$17,233.28	\$13,005.00
Net Income	\$5,992.49	(\$12,765.00)	\$18,757.49	\$10,488.28	(\$6,745.00)	\$17,233.28	\$13,005.00