

"Wise management makes the difference."

PEPPLE BEACH VILLAS CONDOMINIUM ASSOCIATION, INC. FINANCIAL AND PROPERTY REPORT August 2020

DATE:

September 15, 2020

TO:

Board of Directors – Pebble Beach Villas

FROM:

Mike Gallagher, Community Association Manager

RE:

Financial & Property Report as of August 31, 2020

Please find the current month financial and property update report from Mike Gallagher, Community Association Manager, and Elliott Merrill Community Management.

EXPENSES FOR THE CURRENT MONTH: \$24,405 with a budget of \$25,691 or \$1,285 under budget for the month.

Variances by Category:

- Administrative Expenses: \$193 over budget due to legal services.
- Building Operations: \$116 over budget due to Maintenance labor
- Landscape & Grounds Expense: \$2,081 under budget
- Recreation Facilities: \$1,394 over budget due to tennis court repairs.
- Utilities: \$491 under budget.
- Miscellaneous: \$417 under budget.

YEAR TO DATE EXPENSES: \$211,846 with a budget of \$205,525 or \$6,321 over budget for year.

Variances by Category:

- Administrative Expenses: \$1,691 over budget due to Audit, Corporate Fees, and copies/postage.
- Building & Operations: \$3,913 under budget
- Landscape & Grounds Expense: \$9,642 over budget due to planting along the north fence, pine tree removal and irrigation repairs.
- Recreation Facilities: \$1,562 over budget due to purchase of non-slip mats and pool repairs.
- Utilities: \$262 under budget.
- Miscellaneous: \$2,399 under budget.

Reserves: \$442,262 Owner's Equity: \$66,336 Accounts Receivable: \$1,680

Maintenance:

- Camera system inspected for repairs/upgrade
- New pool rails installed
- Repainted tennis bench
- Bleached sidewalks to remove stains
- Power wash pool deck and add sand to pavers
- Sprayed parking areas and roadways with weed killer
- Power wash catwalks and sidewalks
- General maintenance of pool
- Cleaned pool filters
- Maintenance of irrigation system

Upcoming Management Items:

- Correct flooding south of bldg. F
- Address woodpecker holes and aging soffits
- Inspect building exteriors for defects/repairs before painting
- Check catwalks and columns for spalling
- Price removing AC fences
- Investigate fencing behind bldg. F

Contact Us:

- Maintenance questions, problems or suggestions: Paola Alvarado at 772-569-9853 ext. 136 or paolaa@elliottmerrill.com
- Accounts Receivable questions re: coupons, payments, etc: Allison Sullivan at ext. 114 or <u>allisons@elliottmerrill.com</u>
- Night/Weekend Emergency Maintenance Only: 772-569-9853
- Check out our website. Find Docs, Rules & Regs, and more at www.elliottmerrill.com.

Pebble Beach Villas Inc Balance Sheet Period Through: 8/31/2020

Assets Cash - Operating 10215 - Synovus - Op Chk 10216 - Synovus - Op MM Cash - Operating Total	\$25,087.13 \$46,143.16 \$71,230.29	
Cash - Reserves 10304 - Marine Bank - Rsv MM 10305 - SunTrust - Rsv MM 10306 - Bank United - Rsv MM 10308 - iThink - Rsv CD - 3.01% - 4/2021 10309 - iThink - Rsv CD - 1.87% - 1/2022 Cash - Reserves Total	\$110,042.24 \$69,422.47 \$37,861.51 \$124,935.71 \$100,000.00 \$442,261.93	
Other Assets 10610 - Accounts Receivable 10635 - A/R - Other 11610 - Prepaid Insurance Other Assets Total	\$1,679.39 \$0.88 <u>\$9,517.52</u> \$11,197.79	
Assets Total		<u>\$524,690.01</u>
Liabilities and Equity Liability 23110 - Accounts Payable 24110 - Prepaid Maintenance Fees Liability Total	\$1,049.77 \$15,042.72 \$16,092.49	
Reserves 35010 - Roofing Reserve 35020 - Painting Reserve 35030 - Paving Reserve 35060 - Recreation Reserve 35140 - Building Reserve 35150 - Unallocated Reserve Interest Reserves Total	\$249,504.71 \$82,658.15 \$43,537.81 \$4,238.90 \$58,219.53 \$4,102.83 \$442,261.93	
Equity 44910 - Operating Balance, January 1 Equity Total	\$67,344.18 \$67,344.18	
Current Year Net Income	(\$1,008.59)	
Liabilities & Equity Total		<u>\$524,690.01</u>

Pebble Beach Villas Inc Income/Expense Statement 8/1/2020 - 8/31/2020

	8/1/2020 - 8/31/2020		1/1/2				
•					020 - 8/31/20		Ammuni Duniani
Accounts	Actual	Budget	Variance	Actual	Budget	variance	Annual Budget
Income							
Income					****		****
55110 - Current Assessments	\$26,463.00			\$211,704.00		\$0.00	
55120 - Interest Income	\$2.35	\$0.00	\$2.35	\$41.49	\$0.00	\$41.49	
55122 - Owner Finance Charges	\$0.88	\$0.00	\$0.88	\$17.22	\$0.00	\$17.22	
55160 - Application Fees Income	\$100.00	\$0.00	\$100.00	\$400.00	\$0.00	\$400.00	
55161 - App Processing Fees Expense	\$0.00	\$0.00	\$0.00	(\$75.00)	\$0.00	(\$75.00)	\$0.00
Total Income	\$26,566.23	\$26,463.00	\$103.23	\$212,087.71	\$211,704.00	\$383.71	\$317,556.00
Laundry Income/Expense							
55150 - Laundry Income	\$0.00	\$250.00	(\$250.00)	\$2,237.25	\$2,000.00	\$237.25	
71200 - Laundry Expense	\$0.00	(\$166.67)			(\$1,333.36)		
Total Laundry Income/Expense	\$0.00	\$83.33	(\$83.33)	(\$1,250.45)	\$666.64	(\$1,917.09)	\$1,000.00
Total Income	\$26,566.23	\$26,546.33	\$19.90	\$210,837.26	\$212,370.64	(\$1,533.38)	\$318,556.00
						,	
Expense							
Administrative Expenses							
61100 - Annual Review & Tax Prep	\$0.00	\$145.83	\$145.83	\$1,750.00	\$1,166.64	(\$583.36)	\$1,750.00
61300 - Corporate/Condo Fees	\$0.00	\$29.08	\$29.08	\$349.25	\$232.64	(\$116.61)	\$349.00
61400 - Insurance	\$8.604.69	\$8,603.58	(\$1.11)	\$68,837.52	\$68,828.64	(\$8.88)	\$103,243.00
61500 - Legal Fees	\$472.00	\$83.33	(\$388.67)	\$828.35	\$666.64	(\$161.71)	
61550 - Management Services	\$1,880.50		\$0.00			\$0.0ó	
61660 - Office Supplies/Copies/Postage	\$189.04	\$183.33	(\$5.71)	\$2,509.45		(\$1,042.81)	
61800 - Telephone	\$110.12	\$137.50	\$27.38	\$877.45	\$1,100.00	\$222.55	
Total Administrative Expenses	\$11,256.35		(\$193.20)		\$88,505.20		
Total Administrative Expenses	Ψ11,200.00	φ ι ι,000.10	(Φ100.20)	φου, του.σε	ψου,σου.20	(φ1,000.02)	ψ10Z,100.00
Buildings Operations							
63300 - Building Maintenance Supplies & Repairs	\$1,132,83	\$958.33	(\$174.50)	\$5,296.36	\$7,666.64	\$2,370,28	\$11,500.00
63800 - Pest Control: Buildings	\$400.18	\$541.67	\$141.49	\$4,813.48	\$4,333.36	(\$480.12)	
65200 - Cleaning Labor	\$300.00	\$429.17	\$129.17	\$2,800.00	\$3,433.36	\$633.36	
65300 - Maintenance Labor		\$2,790.00	(\$212.40)		\$22,320.00	\$1,389.78	
		\$4,719.17	(\$116.24)		\$37,753.36	\$3,913.30	
Total Buildings Operations	Ф4,033.4 і	\$4,7 IS. I7	(\$110.24)	φ33,040.00	φο <i>1,1</i> 00.30	φ3,913.30	φου,σου.σσ
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Grounds/Landscape	ቀኅ ደማማ ሰለ	\$2,650.00	ቀ 72 በበ	\$20,616.00	\$21,200,00	\$584.00	\$31,800.00
66300 - Landscape Maintenance		\$2,630.00	\$172.08		\$1,666.64	(\$825.90)	
66400 - Irrigation Supplies & Repairs	\$36.25		•	\$2,492.54			2 '
66450 - Irrigation Water	\$166.16	\$350.00	\$183.84	\$2,271.30	\$2,800.00	\$528.70 (\$6.055.64)	
66600 - Landscape Replacement & Mulch		\$1,041.67		\$15,289.00		(\$6,955.64)	
66700 - Landscape Weed, Pest & Fertilization	\$415.00	\$441.67	\$26.67	\$3,630.00	\$3,533.36	(\$96.64) (\$2.976.26)	
66800 - Tree Trimming	\$0.00	\$583.33	\$583.33	\$7,543.00		(\$2,876.36 <u>)</u>	
Total Grounds/Landscape	\$3,194.41	\$5,275.00	\$2,080.59	\$51,841.84	\$42,200.00	(\$9,641.84)	\$63,300.00
B C E 190							
Recreation Facilities		****	* 4 0 0 0 7	44 505 00	*4 ***	(0004 70)	40.000.00
70130 - Clubhouse Service & Repairs	\$0.00	\$166.67	\$166.67	\$1,565.09	\$1,333.36	(\$231.73)	
71400 - Pool Supplies & Repairs	\$327.31	\$250.00	(\$77.31)	\$1,700.43	\$2,000.00	\$299.57	
73000 - Tennis Courts Repairs	\$1,500.00		(\$1,483.33)	\$1,763.59		(\$1,630.23)	
Total Recreation Facilities	\$1,827.31	\$433.34	(\$1,393.97)	\$5,029.11	\$3,466.72	(\$1,562.39)	\$5,200.00
<u>Utilities</u>							
75310 - Electricity	\$586.39	\$750.00	\$163.61	\$6,089.68	\$6,000.00	(\$89.68)	
75500 - Trash Removal	\$771.72	\$950.00	\$178.28	\$6,618.60	\$7,600.00	\$981.40	
75710 - Water & Sewer		\$2,083.33	\$149.49	\$17,296.54		(\$629.90)	
Total Utilities	\$3,291.95	\$3,783.33	\$491.38	\$30,004.82	\$30,266.64	\$261.82	\$45,400.00
Miscellaneous							
77300 - Contingency	\$0.00	\$416.67	\$416.67	\$934.00	\$3,333.36	\$2,399.36	\$5,000.00
Total Miscellaneous	\$0.00	\$416.67	\$416.67	\$934.00		\$2,399.36	
	¥ - 1 3 =						
Total Expense	\$24,405.43	\$25,690.66	\$1,285.23	\$211,845.85	\$205.525.28	(\$6,320.57)	\$308,288.00
Total Experies	72 ., 100. FO	+-0,000,00	, .,		,,,	(, -,)	+
Operating Net Income	\$2,160.80	\$855.67	\$1,305,13	(\$1,008.59)	\$6,845.36	(\$7,853.95)	\$10,268.00
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Pebble Beach Villas Inc Income/Expense Statement 8/1/2020 - 8/31/2020

	8/1/2020 - 8/31/2020			1/1/2020 - 8/31/2020			
Accounts	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
Reserve Income							
Reserve Income							
55115 - Reserve Assessments	\$7,215.00	\$7,215.00	\$0.00			\$0.00	
Total Reserve Income	\$7,215.00	\$7,215.00	\$0.00	\$57,720.00	\$57,720.00	\$0.00	\$86,580.00
Total Reserve Income	\$7,215.00	\$7,215.00	\$0.00	\$57,720.00	\$57,720.00	\$0.00	\$86,580.00
Reserve Expense							
Reserve Transfer						*	****
85010 - Roofing Reserve Transfer	\$4,582.17		\$0.00	, ,		\$0.00	
85020 - Painting Reserve Transfer	\$122.50		\$0.00		\$980.00	\$0.00	
85030 - Paving Reserve Transfer	\$1,666.83	\$1,666.83	\$0.00	\$13,334.68	\$13,334.68	\$0.00	
85060 - Recreation Reserve Transfer	\$459.25	\$459.25	\$0.00	\$3,674.00	\$3,674.00	\$0.00	
85140 - Buildings Reserve Transfer	\$384.25	\$384.25	\$0.00	\$3,074.00	\$3,074.00	\$0.00	\$4,611.00
Total Reserve Transfer	\$7,215.00	\$7,215.00	\$0.00	\$57,720.00	\$57,720.00	\$0.00	\$86,580.00
Total Reserve Expense	\$7,215.00	\$7,215.00	\$0.00	\$57,720.00	\$57,720.00	\$0.00	\$86,580.00
Reserve Net Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Net Income	\$2,160.80	\$855.67	\$1,305.13	(\$1,008.59)	\$6,845.36 (\$7,853.95)	\$10,268.00

PEBBLE BEACH VILLAS RESERVE STATEMENT FOR PERIOD ENDED 8/31/2020

RESERVE	12/31/2019	YTD	YTD		8/31/2020
LINE ITEM	BEGINNING BALANCE	ASSESSMENTS/ADDITIONS	EXPENSES/SUBTRACTIONS		BALANCE
ROOFING	\$ 212,847.39 \$	\$ 36,657.32 \$	· ·	\$	\$ 249,504.71
PAINTING	\$ 81,678.15 \$	\$ 980.00 \$	-	\$	\$ 82,658.15
PAVING	\$ 30,203.13 \$	\$ 13,334.68 \$	- \$	❖	\$ 43,537.81
RECREATION	\$ 15,730.63 \$	\$ 3,674.00 \$		٠Ş	(15,165.73) \$ 4,238.90
BUILDINGS	\$ 67,481.49 \$	\$ 3,074.00 \$		\$	(12,335.96) \$ 58,219.53
UNALLOCATED INTEREST \$	1	\$ 4,102.83 \$	\$	\$	\$ 4,102.83

(27,501.69) \$ 442,261.93
61,822.83 \$
407,940.79 \$
\$
TOTALS:

Pebble Beach Villas Inc Check Register 8/1/2020 - 8/31/2020

Check Date Vendor or Payee

			Vendor or Payee	<u>.</u>			
Account #	Check #	Invoice	Line Item	Check Amt	Expense Account	Invoice	Paid
10215	2107	8/1/2020	ELLIOTT MERRILL COMMUNITY MANAGEMENT	\$5,071.94			
		AUG 2020	MONTHLY CELL PHONE (1/2)		61660 Office Supplies/Copies/Postage	\$27.50	\$27.50
		AUG 2020	POSTAGE & SHIPPING		61660 Office Supplies/Copies/Postage	\$161.54	\$161.54
		AUG 2020	MONTHLY MANAGEMENT FEE		61550 Management Services	\$1,880.50\$	1,880.50
		AUG 2020	MONTHLY MAINTENANCE LABOR- ARREARS-SCOTT CHNUPA		65300 Maintenance Labor	\$3,002.40\$	3,002.40
10215	2108	8/1/2020 398471824	TERMINIX PROCESSING CENTER JULY PEST CONTROL - CUST #8907357	\$400.18	63800 Pest Control: Buildings	\$400.18	\$400.18
10215	80120	8/1/2020	FIRST INSURANCE FUNDING	\$7,691.86			
			CORPORATION. 9 PAYMENT 9 OF 10: ACCT #900-91005215		11610 Prepaid Insurance	\$7,691.86\$	57,691.86
	~	014/0000	ELOT DRY COURTS INC	#4.000.00			
10305	244	8/4/2020 391560	FAST DRY COURTS, INC TENNIS & SHUFFLEBOARD COURTS RESURFACING PROGRESS PAYMENT	\$4,000.00	35065 Expenses-Recreation	\$4,000.00\$	64,000.00
10215	2109	8/4/2020 0769- 000534622	REPUBLIC SERVICES #769 AUG MONTHLY TRASH & RECYCLING SVCS - ACCT #3-0769-2000188	\$771.72	75500 Trash Removal	\$771.72	\$771.72
10215	2110	8/4/2020	CAPITAL ONE BANK	\$40.08			
		071020	HOME DEPOT 7/14/20: POPLAR BOARD		63300 Building Maintenance Supplies & Repairs	\$8.00	\$8.00
		071020	HOME DEPOT 7/10/20: SLEDGE HAMMER		63300 Building Maintenance Supplies & Repairs	\$32.08	\$32.08
10215	2111	8/4/2020 0197990-IN	MEEKS PLUMBING, INC. NEW HOT WATER HEATER - BLDG F - SN #2006118080716	\$1,164.00	71200 Laundry Expense	\$1,164.00\$	\$1,164.00
10215	2112	8/4/2020 275659	VERO CHEMICAL DISTRIBUTORS, INC. TAYLOR, HYDRO ACID	\$45.73	71400 Pool Supplies & Repairs	\$45.73	\$45.73
10215	2113	8/5/2020	PEBBLE BEACH VILLAS	\$7,215.00			
		AUG 2020	AUG MONTHLY RESERVE FUNDING		85020 Painting Reserve Transfer	\$122.50	\$122.50
		AUG 2020	AUG MONTHLY RESERVE FUNDING		85140 Buildings Reserve Transfer	\$384.25	\$384.25
		AUG 2020	AUG MONTHLY RESERVE FUNDING		85060 Recreation Reserve Transfer	\$459.25	\$459.25
		AUG 2020	AUG MONTHLY RESERVE FUNDING		85030 Paving Reserve Transfe	r \$1,666.83\$	\$1,666.83
		AUG 2020	AUG MONTHLY RESERVE FUNDING		85010 Roofing Reserve Transfer	\$4,582.17	\$4,582.17
10215	2114	8/11/2020	CAPITAL ONE BANK	\$122.83			
		072820	HOME DEPOT 7/28/20: SPOUTS,ELBOWS,VOLT TESTER,SANDPAPER		63300 Building Maintenance Supplies & Repairs	\$122.83	\$122.83
10215	2115	8/11/2020	COMCAST	\$110.12			
		AUG 2020	ALIC 8/14 0/13/20 INTERNET & VOICE	•	61800 Telephone	\$110.12	\$110.12
10215	2116	8/11/2020	KEVIN KELLY	\$615.82			
		081020	REIMB EXP: PERMITS, KEYS, POTS		63300 Building Maintenance Supplies & Repairs	\$615.82	\$615.82
10215	2117	8/11/2020	MCKINNON & HAMILTON ,PLLC.	\$472.00			
		27596	PROPOSED AMENDMENTS TO ARTICLES OF INCORPORATION		61500 Legal Fees	\$472.00	\$472.00

10305	245	8/18/2020 391629	FAST DRY COURTS, INC RESURFACING TENNIS & SHUFFLEBOARD COURTS FINAL PAYMENT	\$1,000.00	35065 Expenses-Recreation	\$1,000.00\$	61,000.00
10215	2118	8/18/2020 080420	CAPITAL ONE BANK HOME DEPOT 8/4/20: PAINT	\$12.78	63300 Building Maintenance Supplies & Repairs	\$12.78	\$12.78
10215	2119	8/18/2020 1040-1	SHERWIN WILLIAMS COMPANY PAINT-TO CORRECT ORIGINAL INV AMT	\$54.79	63300 Building Maintenance	\$0.05	\$0.05
		1040-1	PAINT: BEACH BRONZE		Supplies & Repairs 63300 Building Maintenance Supplies & Repairs	\$54.74	\$54.74
10215	2120	8/18/2020	YEAR ROUND LAWN MAINTENANCE,INC.	\$2,577.00			
		081520	AUGUST MONTHLY LANDSCAPE MAINTENANCE		66300 Landscape Maintenance	\$2,577.00\$	32,577.00
10215	82220	8/22/2020	FPL AUG - 7/10-8/11/20 - ACCT #87007-88162 -	\$586.39			
		AUG 2020	BLDG G		75310 Electricity	\$31.75	\$31.75
		AUG 2020	AUG - 7/10-8/11/20 - ACCT #46174-48016 - BLDG D		75310 Electricity	\$33.94	\$33.94
		AUG 2020	AUG - 7/10-8/11/20 - ACCT #28235-79301 - BLDG B		75310 Electricity	\$34.03	\$34.03
		AUG 2020	AUG - 7/10-8/11/20 - ACCT #22940-40551 - BLDG C		75310 Electricity	\$34.92	\$34.92
		AUG 2020	AUG - 7/10-8/11/20 - ACCT #77402-10385 - BLDG A		75310 Electricity	\$37.90	\$37.90
		AUG 2020	AUG - 7/10-8/11/20 - ACCT #30131-09446 - BLDG E		75310 Electricity	\$47.57	\$47.57
		AUG 2020	AUG - 7/10-8/11/20 - ACCT #37070-51060 - BLDG F		75310 Electricity	\$53.01	\$53.01
		AUG 2020	AUG - 7/10-8/11/20 - ACCT #94204-46552 - BLDG H		75310 Electricity	\$313.27	\$313.27
10215	2121	8/25/2020	CAPITAL ONE BANK	\$63.23			
		081120	HOME DEPOT 8/11/20: PAINTING SUPPLIES		63300 Building Maintenance Supplies & Repairs	\$26.98	\$26.98
		081320	HOME DEPOT 8/13/20: IRRIGATION REPAIR PARTS		66400 Irrigation Supplies & Repairs	\$36.25	\$36.25
10215	2122		CITY OF VERO BEACH UTILITIES AUG - 7/14-8/12/20 SVC - 6 KGAL - ACCT	\$2,100.00			
		AUG 2020	#20037789 - 5100 HWY A1A BLDG H AUG - 7/14-8/12/20 SVC - 248 KGAL -		75710 Water & Sewer	\$76.06	\$76.06
		AUG 2020	ACCT #20037792 - 5100 HWY A1A REUSE		66450 Irrigation Water	\$166.16	\$166.16
		AUG 2020	AUG - 7/14-8/12/20 SVC - 3 KGAL - ACCT #20037742 - 5100 HWY A1A BLDG D		75710 Water & Sewer	\$235.51	\$235.51
		AUG 2020	#20037753 - 5100 HWY ATA BLDG E		75710 Water & Sewer	\$256.97	\$256.97
		AUG 2020	#2003/765 - 5100 HWY ATA BLDG G		75710 Water & Sewer	\$256.97	\$256.97
		AUG 2020	AUG - 7/14-8/12/20 SVC - 9 KGAL - ACCT #20037720 - 5100 HWY A1A BLDG B		75710 Water & Sewer	\$267.69	\$267.69
		AUG 2020	AUG - 7/14-8/12/20 SVC - 9 KGAL - ACCT #20037731 - 5100 HWY A1A BLDG C		75710 Water & Sewer	\$267.69	\$267.69
		AUG 2020	AUG - 7/14-8/12/20 SVC - 12 KGAL - ACCT #20037708 - 5100 HWY A1A BLDG A		75710 Water & Sewer	\$283.79	\$283.79
		AUG 2020	AUG - 7/14-8/12/20 SVC - 12 KGAL - ACCT #20037777 - 5100 HWY A1A BLDG F		75710 Water & Sewer	\$289.16	\$289.16
10215	2123	8/25/2020	NATIVEGREEN PEST CONTROL & FERTILIZATION LLC	\$415.00			
		53244	AUG LAWN FERT AND WEED CONTROL		66700 Landscape Weed, Pest & Fertilization	\$415.00	\$415.00
10215	2124		TERMINIX PROCESSING CENTER AUG PEST CONTROL - CUST #8907357	\$400.18	63800 Pest Control: Buildings	\$400.18	\$400.18
10215	2125	8/25/2020	YEAR ROUND LAWN MAINTENANCE,INC. RMV SOD & INSTALL DECO STONE -	\$1,500.00			

072520 TENNIS COURT PERIMETER

73000 Tennis Courts Repairs \$1,500.00\$1,500.00

Total: \$36,430.65