

Kentwood Home Guardians Budget for Fiscal Year Ending May, 31 2022

	<b>PROFORMA FY BUDGET 2021</b>	<b>NOTES</b>
<b>Income</b>		
<b>3000 · Income</b>		
3100 · Assessments	74,168.66	
3105 · Previous Years Assessments	0.00	3105 - *New* Starting in fiscal year 2021/22, assessments coll. for past years will be entered here
3110 · Interest from Members (current year)	332.00	3110 - This item is interest on late paid assessments at 6%
3115 · Interest from Members (past years)	0.00	
3120 · Penalties from Members (current year)	1,000.00	3120 - A \$10 late penalty is added to delinquent assessments; estimating 11 more this fiscal year
3125 · Penalties from Members (past years)	2,000.00	3125 - Late penalties collected from past year's assessments
3130 · Lien Releases	0.00	3130 - KHG is allowed by law to collect expenses incurred in the lien process
3140 · Transfer Fees	8,000.00	3140 - \$75 fee charged to prepare HOA documents during escrow
3150 · Donations- NOT Tax Deductible	1,200.00	3150 - Members are invited on assessment stmtnt to make a non-tax deductible donation to KHG
3210 · PayPal fees charged to members	0.00	3210 - KHG currently processes online assessment payments through Paypal
3211 · PayPal fees over/under reimbursed	0.00	
3850 · Crime Prevention/Newsletter	0.00	3850 - Discontinued Program
3870 · Return Check Fees Revenue	0.00	
3930 · Interest - Money Market	200.00	3830 - Money Market Interest - KHG invests cash assets in a money market account
<b>Total 3000 · Income</b>	<b>86,900.66</b>	
<b>Total Income</b>	<b>86,900.66</b>	
<b>Gross Profit</b>	<b>86,900.66</b>	
<b>Expense</b>		
<b>5000 · Program Services</b>		
5110 · Annual Mtg/Elec. Mailing Costs	4,045.00	5110 - Statutorily required printing/postage of election materials/annual meeting
5115 · Annual Disclosure Mailing Costs	3,315.00	5115 - Statutorily required printing/postage Annual Disclosure materials
5117 · Special Mailings	0.00	
5120 · Crime Prevention/Newsletter	0.00	5120 - Discontinued Program (related to line 3850)
5130 · Insurance	4,000.00	5130 - General liability, D&O and workers comp insurance
5150 · Office Expense	5,000.00	5150 - Printer cartridges, other office supplies, website, email, other cloud services
5160 · Payroll		
5160 · Payroll	26,000.00	5160 - KHG has one part-time employee
5165 · PayChex	1,200.00	5165 - Paychex is a payroll processing company
5170 · Payroll Taxes	1,700.00	
<b>Total 5160 · Payroll</b>	<b>28,900.00</b>	
5180 · Property Tax	44.00	
5190 · Rent	8,000.00	5190 - KHG maintains a small office. Our current lease expires 7/31/2021; landlord's historical practice has been
5200 · Repairs/Equipment	0.00	
5210 · Strip Lot Maintenance	200.00	
5220 · Write Offs - Receivables	1,000.00	5220 - KHG plans in upcoming year to write off some portion of past unpaid assessments and/or related fees
<b>Total 5000 · Program Services</b>	<b>54,504.00</b>	
<b>6000 · Supporting Services</b>		
6110 · Accounting	4,500.00	6110 - CPA & QuickBooks consulting/training
6120 · Assessment Expense	4,700.00	6120 - Cost of printing and mailing assessment statements + 2nd notice mailing as required
6130 · Bank Rec Discrepancies	20.00	
6140 · Bank Service Fee	50.00	
6150 · California Filing Fee	50.00	6150 - Secretary of State Corporate Filing - Statement of Information Filing Fee
6160 · Collection Expense	0.00	
6170 · Depreciation	150.00	6160 - No liens currently planned
6180 · Legal	10,000.00	6180 - Continue to implement Davis Stirling; add'l fees related to updating Operating Rules/DPRs
6210 · PayPal Merchant Fees	0.00	
6220 · Reserve Fund Contribution	12,926.66	
<b>Total 6000 · Supporting Services</b>	<b>32,396.66</b>	
<b>Total Expense</b>	<b>86,900.66</b>	
	<b>0.00</b>	