

Tarpon Cove
Community Owners Association, Inc.

2020 Budget Workshop
Friday, September 20, 2019
Tarpon Cove Community Center
Naples, FL 34110

Directors Present: Perry DeSiato, Mike Shields, Elaine Soucek, Don Binder and Rick Forrester.

Also present, Kevin P. Gaffney with KPG Accounting Services, Emma Dávila-Mondragón with American Property Management Services and several home owners.

Call to Order

The meeting was called to order at 2:00 p.m.

Proof of Notice

It was confirmed that proper notice was given, in accordance with FL Statutes.

2020 Community Budget Workshop

A thorough review of the proposed 2020 budget was performed; all line items were discussed at length and it was the consensus of the board to propose the attached budget to be adopted.

Adjournment ... With no further Association business to be conducted, a motion was made to adjourn the meeting. It was properly seconded and carried unopposed. The meeting adjourned at 3:00 p.m.

Minutes prepared on behalf of the Association Secretary,
Emma Dávila-Mondragón, Community Association Manager

TARPON COVE COMMUNITY 2020 OPERATING BUDGET

	2019						2020	
	Approved Budget	Jan - Aug 19 Actual	Sep 2019 Actual	Oct 2019 Estimated	Nov 2019 Estimated	Dec 2019 Estimated	Total 2019 Estimated	Proposed Budget
INCOME								
4000 - Association Fees	1,049,626	787,218	0	262,407	0	0	1,049,625	1,058,800
4035 - Working Capital Fees	0	9,026	700				9,726	0
4080 - Bar Code	0	1,020	35				1,055	0
Total INCOME	1,049,626	797,264	735	262,407	0	0	1,060,406	1,058,800
ADMINISTRATIVE								
6005 - Legal Expense	7,500	7,739	527	0	0	0	8,266	1,000
6007 - Division Filing Fees	61	61	0	0			61	61
6009 - Auditing/Accounting Fees	24,600	16,675	2,050	2,050	2,050	2,050	24,875	25,621
6011 - Office Expense	3,000	3,320	13	500	500	500	4,833	4,000
6013 - Website Expense	1,000	1,500	0	0	0	0	1,500	1,500
6015 - Insurance	12,878	0	0	13,500			13,500	13,500
6020 - Property Management	77,520	51,680	6,460	6,460	6,460	6,460	77,520	81,396
Total ADMINISTRATIVE	126,559	80,975	9,050	22,510	9,010	9,010	130,555	127,078
MAINTENANCE								
6201 - General Maintenance	20,000	15,294	0	1,000	1,000	1,000	18,294	21,000
6205 - Janitorial Contract	12,732	7,730	1,061	1,061	1,061	1,061	11,974	12,732
6209 - Pest Control	19,500	12,790	460	320	320	320	14,210	19,500
6218 - Lake Expenses	5,000	2,920	1,325	688	370	688	5,991	5,150
6220 - Fountain Maintenance	1,500	2,064	0	0	0		2,064	2,000
6221 - Exotic Maintenance	21,140	15,855	5,285				21,140	21,140
6229 - Community Room Remodel	0	10,716	0				10,716	0
6231 - Feasibility Study	0	12,658	0	0	0		12,658	0
Total MAINTENANCE	79,872	80,027	8,131	3,069	2,751	3,069	97,047	81,522
LANDSCAPING								
6300 - Grounds Maintenance	223,284	148,856	18,607	18,607	18,607	18,607	223,284	223,284
6310 - Hardwood Trimming	18,000	6,395	0	12,000			18,395	18,000
6315 - Irrigation Repairs	10,000	9,067	0	500	500	500	10,567	12,000
6325 - Palm Trimming	35,000	23,217	0	12,000	0	0	35,217	35,000
6327 - Tree & Shrub Replacement	40,000	20,139	0	0	20,000	0	40,139	40,000
6328 - Mulch	40,000	39,622	0	0	0	0	39,622	40,000
6330 - Weed Control	7,200	1,758	0	0	0	0	1,758	0
Total LANDSCAPING	373,484	249,054	18,607	43,107	39,107	19,107	368,982	368,284

TARPON COVE COMMUNITY 2020 OPERATING BUDGET

	2019						2020	
	Approved Budget	Jan - Aug 19 Actual	Sep 2019 Actual	Oct 2019 Estimated	Nov 2019 Estimated	Dec 2019 Estimated	Total 2019 Estimated	Proposed Budget
POOL EXPENSES								
6400 · Pool Maintenance Contract	10,800	7,200	1,800	900	900	900	11,700	10,800
6410 · Pool Repairs	9,000	4,812	-725	0	0	0	4,087	7,000
6425 · Pool Permit	1,625	1,625	0	0	0	0	1,625	1,625
Total POOL EXPENSES	21,425	13,637	1,075	900	900	900	17,412	19,425
UTILITIES								
6601 · Electric	40,000	26,464	3,217	3,300	3,400	3,500	39,881	40,000
6604 · Telephone/Internet Phone	5,000	1,920	312	312	312	312	3,168	4,500
6605 · Water/Sewer	7,700	4,290	442	750	750	750	6,982	7,700
6609 · Trash Removal	45,013	30,699	3,989	4,000	4,000	4,000	46,688	47,000
6611 · Irrigation Water	28,000	13,449	1,845	2,500	2,750	3,000	23,544	24,000
6620 · Cable TV	302,877	208,177	26,156	26,699	26,699	26,699	314,429	321,990
Total UTILITIES	428,590	284,999	35,961	37,561	37,911	38,261	434,692	445,190
Total Operating Expenses	1,029,930	708,692	72,824	107,147	89,679	70,347	1,048,688	1,041,499
TRANSFER EXPENSES								
9005 · Reserve Transfer	15,334	14,772	0	4,924	0	0	19,696	17,301
Total TRANSFER EXPENSES	15,334	14,772	0	4,924	0	0	19,696	17,301
Net Surplus/(-Deficit)	4,362	73,800	-72,089	150,337	-89,679	-70,347	-7,978	-0

TARPON COVE COMMUNITY ASSOCIATION 2020 RESERVE SCHEDULE

Reserve Item	Useful Life	Life Remaining	Replace Cost	Balance as of 8/31/19	Oct 2019 Funding	Est. Expenses	Trx.	Est. 12/31/19 Balance	Amount Yet to be Funded	2020 Proposed Funding Requirement
3001 · Audit Reserve	3	3	6000	6000	0			6000	0	0
3002 · Capital Improvements	1	1	0	2793	931		-3724	0	0	0
3005 · Drinking Fountain Reserve	10	2	3420	3358	62.5			3420	0	0
3006 · Entry Gates Reserve	20	20	20000	17993	497.75	7000		11491	8509	425
3007 · Equipment/Pump Reserve	10	1	21718	21023	189.75			21213	505	505
3008 · Fountain Reserve	10	5	25000	21905	619	2500		20024	4976	995
3009 · Clubhouse Furniture (Indoor)	10	10	12000	-1547	222.5		3374	2050	9950	995
3010 · Guard Furniture/Computer	5	1	4000	3803	196.75			4000	0	0
3011 · Irrigation System Reserve	10	1	12600	10777	142.5			10919	1681	1681
3012 · Painting Reserve	7	1	9000	9000	0			9000	0	0
3013 · Paving Reserve	10	1	40000	31501	420		3574	35495	4505	4505
3014 · Pool/Spa Reserve	15	6	35000	25610	447.25			26057	8943	1491
3015 · Pool Fence Reserve	15	5	15000	9814	305			10119	4881	976
3016 · Pool Furniture Reserve	8	5	20000	15749	447	1200		14996	5004	1001
3017 · Pool Heater Reserve	10	1	20000	16153	287.5			16440	3560	3560
3018 · Roof Reserve	30	30	15000	14752	19			14771	229	8
3020 · Storm Drain Reserve	1	1	26249	26112	136.5			26249	0	0
3021 · Video Camera Reserve	5	1	10000	8841	0			8841	1159	1159
3022 · Unallocated Interest	1		0	3224	200		-3224	200		
Total			294987	246862	5124	10700	0	241286	53901	17301

WAIVING OF RESERVES, IN WHOLE OR IN PART, OR ALLOWING ALTERNATIVE USES OF EXISTING RESERVES MAY RESULT IN UNIT OWNER LIABILITY FOR PAYMENT OF UNANTICIPATED SPECIAL ASSESSMENTS REGARDING THOSE ITEMS.