

## Brookhaven HOA Treasurer's Reports

### Annual Meeting

### June 2, 2017

In 2016, Brookhaven HOA collected dues totaling \$20,839.73, including past dues. The amount collected for 2016 dues totaled \$20,292, resulting in 60 percent dues payments received from Brookhaven owners. From these dues, \$3,775 was placed in the reserve fund. The HOA advanced \$5,174.01 from the reserve funds to pay the 50 percent cost share in replacing perimeter fencing along Bryant and Covell. Beautification incurred additional costs to update landscape at the Bryant and Covell entrances. Further landscape costs will be incurred in 2017 to install plant materials at the Covell entrance. Reserve funds will continue to be used for fence replacement in 2017.

Brookhaven HOA Actual and Approved Budgets							
	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Approved	2017 Actual
	Total	Total	Total	Total	Total	Total	Total
<b>Income:</b>							
Cash Balance as of 1/1	\$ 7,815.71	\$ 7,382.22	\$ 7,795.54	\$ 7,028.12	\$ 8,556.54	\$ 5,709.24	\$ 5,709.24
Reserves as of 1/1	\$ 984.00	\$ 4,676.20	\$ 12,572.86	\$ 10,109.52	\$ 4,559.52	\$ 3,160.51	\$ 3,160.51
<b>Total Beginning Balance</b>	<b>\$ 8,799.71</b>	<b>\$ 12,058.42</b>	<b>\$ 20,368.40</b>	<b>\$ 17,137.64</b>	<b>\$ 13,116.06</b>	<b>\$ 8,869.75</b>	<b>\$ 8,869.75</b>
Accounts Receivable (As of 1/1)	\$ (56.02)	\$ (40.06)	\$ (308.36)	\$ (232.12)	\$ (652.12)	\$ (340.00)	\$ (340.00)
Petty Cash	\$ 20.00	\$ 20.00	\$ -	\$ -	\$ -	\$ -	\$ -
Undeposited Fund (As of 1/1)	\$ -	\$ -	\$ (125.00)	\$ -	\$ 765.00	\$ (15.00)	\$ (15.00)
Dues Allocated to Checking	\$ 14,768.80	\$ 12,257.19	\$ 16,878.46	\$ 15,357.21	\$ 17,064.73	\$ 16,240.00	\$ 16,975.00
Dues Allocated to Reserve Fund	\$ 3,692.20	\$ 7,896.66	\$ 4,225.00	\$ 5,000.00	\$ 3,775.00	\$ 4,060.00	
Financial Charges Collected	\$ -	\$ 30.72	\$ 20.52	\$ 12.49	\$ 75.44	\$ -	\$ -
Special Assessment Collected					\$ 100.00	\$ -	\$ -
Owner Fence Contributions	-	-	\$ -	\$ 10,550.00	\$ 5,099.01	\$ -	\$ -
<b>Total Balance Available</b>	<b>\$ 27,224.69</b>	<b>\$ 32,222.93</b>	<b>\$ 41,059.02</b>	<b>\$ 47,825.22</b>	<b>\$ 39,343.12</b>	<b>\$ 28,814.75</b>	<b>\$ 25,489.75</b>
<b>Expenses:</b>							
Administrative Costs	\$ 1,980.54	\$ 1,767.52	\$ 1,794.24	\$ 1,749.60	\$ 2,296.70	\$ 2,378.00	\$ 1,846.71
Capital Improvements	\$ -	\$ -	\$ 6,688.34	\$ 21,100.00	\$ 10,273.02	\$ 7,220.00	\$ -
Beautification	\$ 7,059.65	\$ 7,390.87	\$ 10,246.42	\$ 7,484.22	\$ 13,944.96	\$ 11,544.00	\$ 6,737.35
Communications	\$ 255.60	\$ 134.55	\$ 510.34	\$ 540.80	\$ 712.33	\$ 731.00	\$ 370.05
Architectural Review Committee			\$ 614.48		\$ -	\$ -	\$ -
Covenant Committee	\$ 1,157.93	\$ -	\$ 104.50	\$ 452.50	\$ -	\$ 600.00	
Events	\$ 180.19	\$ 506.89	\$ 174.53	\$ 325.60	\$ 235.42	\$ 260.00	\$ 167.62
Welcoming	\$ 79.04	\$ 58.52	\$ 115.11	\$ -	\$ 262.57	\$ 265.00	\$ 13.00
Utilities	\$ 4,473.38	\$ 2,429.54	\$ 3,905.54	\$ 2,494.51	\$ 3,552.42	\$ 3,892.00	\$ 504.42
<b>Total Expenses</b>	<b>\$ 15,186.33</b>	<b>\$ 12,287.89</b>	<b>\$ 24,153.50</b>	<b>\$ 34,147.23</b>	<b>\$ 31,277.42</b>	<b>\$ 26,890.46</b>	<b>\$ 9,639.15</b>

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06/02/17  
Cash Basis

**Brookhaven HOA of Edmond, Inc.**  
**Balance Sheet**  
As of June 2, 2017

	Dec 31, 13	Dec 31, 14	Dec 31, 15	Dec 31, 16	Jun 2, 17
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
Chase Bank Account					
Reserve Fund	12,572.86	10,109.52	4,559.52	3,160.51	3,160.51
Chase Bank Account - Other	7,795.54	7,028.12	9,005.59	5,709.24	13,115.73
Total Chase Bank Account	20,368.40	17,137.64	13,565.11	8,869.75	16,276.24
Total Checking/Savings	20,368.40	17,137.64	13,565.11	8,869.75	16,276.24
Accounts Receivable	-308.36	-232.12	-652.12	-340.00	-425.64
Other Current Assets	0.00	0.00	765.00	-15.00	0.00
Total Current Assets	20,060.04	16,905.52	13,677.99	8,514.75	15,850.60
<b>TOTAL ASSETS</b>	<b>20,060.04</b>	<b>16,905.52</b>	<b>13,677.99</b>	<b>8,514.75</b>	<b>15,850.60</b>
<b>LIABILITIES &amp; EQUITY</b>					
Equity	20,060.04	16,905.52	13,677.99	8,514.75	15,850.60
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>20,060.04</b>	<b>16,905.52</b>	<b>13,677.99</b>	<b>8,514.75</b>	<b>15,850.60</b>

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06/02/17  
Cash Basis

**Brookhaven HOA of Edmond, Inc.**  
**5 Year Profit & Loss**  
January 1, 2013 through June 2, 2017

	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - Dec 16	Jan 1 - Jun ...
<b>Income</b>					
Income					
Annual Dues Received	20,278.85	20,978.46	20,342.21	20,839.73	16,975.00
Capital Improvements - Fence	0.00	0.00	10,550.00	5,099.01	0.00
Other Inc	30.72	20.52	12.49	175.44	0.00
Total Income	20,309.57	20,998.98	30,904.70	26,114.18	16,975.00
<b>Total Income</b>	<b>20,309.57</b>	<b>20,998.98</b>	<b>30,904.70</b>	<b>26,114.18</b>	<b>16,975.00</b>
<b>Gross Profit</b>	<b>20,309.57</b>	<b>20,998.98</b>	<b>30,904.70</b>	<b>26,114.18</b>	<b>16,975.00</b>
<b>Expense</b>					
Administrative	1,767.52	1,794.24	1,749.60	2,296.70	1,846.71
Capital Improvements/Repairs	0.00	6,688.34	21,100.00	10,273.02	0.00
Committee Expenses	8,090.83	11,765.38	8,803.12	15,155.28	7,288.02
Utilities	2,429.54	3,905.54	2,494.51	3,552.42	504.42
Total Expense	12,287.89	24,153.50	34,147.23	31,277.42	9,639.15
<b>Net Income</b>	<b>8,021.68</b>	<b>-3,154.52</b>	<b>-3,242.53</b>	<b>-5,163.24</b>	<b>7,335.85</b>

Owners pd. 162 167 163 167 136  
Percent pd. 60% 62% 60% 62% 50%

## Brookhaven HOA 2017 Budget

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	2017 Approved	2017 Actual
	Total	Total
Beginning Cash Balance	\$ 5,709.24	\$ 5,709.24
Reserves	\$ 3,160.51	\$ 3,160.51
Unapplied Credits	\$ (340.00)	\$ (340.00)
Undeposited Funds	\$ (15.00)	\$ (15.00)
Petty Cash	\$ -	\$ -
	\$ 8,514.75	\$ 8,514.75
<b>Income:</b>		
Homeowner's Dues Allocated to Checking	\$ 16,240.00	\$ 16,975.00
Dues Allocated to Reserve Fund	\$ 4,060.00	
Finance Charges Collected	\$ -	\$ -
Specific Assessment Collected	\$ -	\$ -
Owner Fence Contributions	\$ -	\$ -
<b>Total Income</b>	\$ 20,300.00	\$ 16,975.00
<b>Total Balance Available</b>	\$ 28,814.75	\$ 25,489.75
<b>Expenses:</b>		
<b>Administrative Costs:</b>		
<b>Accounting/Billing Services:</b>		
DM Mailing Service	\$ 440.00	\$ 253.17
Postage/Mailing Supplies	\$ 30.00	\$ 51.59
<b>Insurance:</b>		
D & O Insurance	\$ 1,222.00	\$ 1,222.00
Surety Bond		
Liability		
<b>Misc.</b>		
Neighborhood Alliance Dues	\$ 100.00	
Computer Software (Quicken)	\$ 220.00	\$ 219.95
Office Supply	\$ 100.00	
PO Box	\$ 86.00	
Promotional Material	\$ 80.00	
Registered Agent Fee	\$ 100.00	\$ 100.00
<b>Total Administrative</b>	\$ 2,378.00	\$ 1,846.71
<b>Capital Improvements:</b>		
Frontage Lighting / Fence	\$ 7,220.00	\$ -
<b>Total Capital Improvements</b>	\$ 7,220.00	\$ -
<b>Beautification:</b>		
<b>Carryover Expense</b>		
Decorations	\$ 50.00	
<b>Maintenance Contract:</b>		
Fall Leaf Cleanup	\$ 700.00	\$ 700.00
Spring and Fall Flowers/Mulch		
Mowing/Chemical	\$ 5,388.60	\$ 2,387.00
Shrubs/Hedge/Weeding	\$ 205.44	\$ 42.30
Storm Damage/Tree & Stump Removal	\$ 1,000.00	
Entrance Snow Removal		\$ 16.61
Sprinkler Repairs	\$ 300.00	\$ 180.53
Landscape Refurbishment	\$ 3,900.00	\$ 3,410.91
Before 2014 - Weed/Hedge/Mow	\$ -	\$ -
<b>Total Beautification</b>	\$ 11,544.04	\$ 6,737.35

**Brookhaven HOA  
2017 Budget**

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	2017 Approved	2017 Actual
<b>Newsletters:</b>	\$ 545.00	\$ 182.19
<b>Technical:</b>		
Renew domain name	\$ 30.00	\$ 31.98
Hosting	\$ 156.00	\$ 155.88
<b>Total Communications</b>	<b>\$ 731.00</b>	<b>\$ 370.05</b>
<b>Architectural Review Committee (ARC):</b>		
Legal Fees	\$ -	\$ -
Postage for Violation Notices	\$ -	\$ -
<b>Total ARC</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Covenant Committee:</b>		
Carryover Expense	\$ -	\$ -
Filing Fees	\$ 250.00	
Legal Fee	\$ 350.00	
Meeting Room	\$ -	\$ -
Notary Fees		
Printing Fees	\$ -	\$ -
<b>Total Covenant</b>	<b>\$ 600.00</b>	<b>\$ -</b>
<b>Events:</b>		
Annual Meeting	\$ 100.00	\$ 181.66
Easter Egg Hunt	\$ 60.42	\$ 35.96
Back to School Event	\$ -	\$ -
Annual Neighborhood Garage Sale	\$ -	\$ -
Christmas Lighting Contest	\$ 100.00	\$ (50.00)
<b>Total Events</b>	<b>\$ 260.42</b>	<b>\$ 167.62</b>
<b>Welcoming:</b>		
Baskets/Magnets	\$ 265.00	\$ 13.00
<b>Utilities:</b>		
Drainage (02-5)	\$ 36.00	\$ 15.00
Electric		
Bryant (02-7)	\$ 228.00	\$ 76.78
Covell (02-7)	\$ 228.00	\$ 123.27
OG&E (Light Pole-Covell)	\$ -	\$ -
Water		
Bryant (02-5)	\$ 1,700.00	\$ 37.30
Covell (02-7)	\$ 1,700.00	\$ 252.07
<b>Total Utilities</b>	<b>\$ 3,892.00</b>	<b>\$ 504.42</b>
<b>Total Expenses</b>	<b>\$ 26,890.46</b>	<b>\$ 9,639.15</b>
<b>Balance Available</b>	<b>\$ 1,924.29</b>	<b>\$ 15,850.60</b>