

September 11, 2017

Citizens
King Farm Citizens Assembly
Rockville, MD 20850

Dear Citizen of King Farm:

Enclosed please find the 2018 "Draft Budget" for the King Farm Citizens Assembly (KFCA). As part of the budget process the King Farm Citizens Assembly will have an open community forum on **Wednesday, October 18, 2017 at 7:00PM** to address questions, concerns or issues with the draft budget. This forum will be located at the Community Center at 300 Saddle Ridge Circle.

The 2018 "Draft Budget" reflects **NO CHANGE** in fees for 2018. Please note, the King Farm Conservancy (the organization responsible for the shuttle services) is not a part of this budget and that fee is not reflected in the schedule below. The current Conservancy fee is \$12.51 per month per single family and townhome unit and \$3.13 per apartment unit. This fee is in addition to the fee listed below.

The 2018 proposed KFCA fees are as follows:

	2017	2018
Single Family/Townhomes	\$100.29	\$100.29
Condo's	\$75.30	\$75.30
Apartments	\$25.08	\$25.08

We invite your thoughts and questions about the draft budget. Please provide any comments you may have at the open forum and/or by submitting your comments to management@kingfarm.org, which will be shared with the Board.

Sincerely



Jennifer L. Gilmore
General Manager, King Farm Citizens Assembly, Inc.

	2015	2016	2017	2018
	Actual	Actual	Budget	Proposed Budget
INCOME				
ASSESSMENTS				
CONDOMINIUM FEES	\$ 717,528.33	\$ 753,359.22	\$ 828,667.00	\$ 785,228.40
MONTHLY FEES	\$ 1,352,612.70	\$ 1,408,133.16	\$ 1,548,830.00	\$ 1,570,541.40
APARTMENT ASSESSMENTS	\$ 217,794.72	\$ 228,729.60	\$ 228,728.00	\$ 299,455.20
Royalton/Residences Limited Condo	\$ 109,920.92	\$ 105,207.12	\$ 115,728.00	\$ 115,739.28
Consevaney Residential Condominium				\$ 14,747.04
TOTAL ASSESSMENTS	\$ 2,397,856.67	\$ 2,495,429.10	\$ 2,771,953.00	\$ 2,785,711.32
OTHER INCOME				
NEWSLETTER INCOME	\$ 7,970.00	\$ 5,645.00	\$ 34,700.00	\$ 32,000.00
COMMUNITY CENTER RENTAL INCOME	\$ 2,235.00	\$ (500.00)	\$ 12,000.00	\$ 16,800.00
INTEREST INCOME	\$ 30,250.29	\$ 37,999.13	\$ 20,000.00	\$ 30,000.00
LATE FEES	\$ 6,546.44	\$ 7,761.05	\$ 5,000.00	\$ 5,000.00
SOCIAL EVENT INCOME	\$ 18,384.50	\$ 9,922.50	\$ 15,000.00	\$ 10,000.00
MISC. INCOME	\$ 417.67	\$ 7,408.31	\$ 500.00	
RESALE/PUID FEES	\$ 4,025.00	\$ 3,550.00	\$ 3,500.00	\$ 9,000.00
Legal Fees - PMTS	\$ 14,603.78	\$ 16,617.66	\$ -	\$ -
KEY FOBS				\$ 1,000.00
KF Phase 4 Builder Contribution for Reserves				\$ 18,000.00
TOTAL OTHER INCOME	\$ 84,432.68	\$ 88,403.65	\$ 90,700.00	\$ 121,800.00
TOTAL INCOME	\$ 2,485,289.35	\$ 2,583,832.75	\$ 2,812,653.00	\$ 2,889,511.32
EXPENSES				
ADMINISTRATIVE				
DUES & SUBSCRIPTIONS	\$ 710.00	\$ 265.00	\$ 1,000.00	\$ 1,000.00
EDUCATION & TRAINING	\$ 129.00	\$ -	\$ 2,000.00	\$ 1,500.00
NEWSLETTER	\$ 52,896.75	\$ 42,488.45	\$ 50,000.00	\$ 50,000.00
COMMUNICATIONS EXPENSE	\$ -	\$ -	\$ -	\$ -
OFFICE EQUIPMENT	\$ 6,826.39	\$ 11,743.52	\$ 5,000.00	\$ 6,500.00
OFFICE SUPPLIES	\$ 20,607.23	\$ 15,073.49	\$ 10,000.00	\$ 5,000.00
POSTAGE	\$ 12,743.27	\$ 8,337.76	\$ 10,000.00	\$ 10,000.00
PRINTING & STATIONERY	\$ 10,123.72	\$ 9,879.83	\$ 10,000.00	\$ 12,000.00
RECORDING SECRETARY	\$ 2,155.00	\$ 1,995.00	\$ 2,500.00	\$ 2,500.00
UNCOLLECTIBLE CHARGES- Bad Debt	\$ 11,475.04	\$ 11,952.22	\$ -	\$ -
AUDITOR	\$ 13,600.00	\$ 14,275.00	\$ 7,500.00	\$ 15,000.00
ENGINEERING CONSULTANTS	\$ -	\$ -	\$ 3,500.00	\$ 1,500.00
LEGAL-COLLECTIONS				\$ 1,000.00
LEGAL	\$ 30,623.00	\$ 30,372.53	\$ 30,000.00	\$ 30,000.00
MANAGEMENT FEES	\$ 58,704.00	\$ 57,334.00	\$ 55,600.00	\$ 58,000.00
ARCHITECT	\$ 13,575.23	\$ 16,259.70	\$ 20,000.00	\$ 20,000.00
INSURANCE	\$ 53,029.46	\$ 52,117.74	\$ 55,000.00	\$ 56,681.00
INSURANCE DEDUCTIBLES	\$ -	\$ -	\$ 2,500.00	\$ 1,000.00
Website		\$ 683.62	\$ -	\$ 500.00
TOTAL ADMINISTRATIVE	\$ 287,198.09	\$ 272,777.86	\$ 264,600.00	\$ 277,181.00

	2015	2016	2017	2018
	Actual	Actual	Budget	Proposed Budget
ACTIVITIES				
ACTIVITIES DIRECTOR	\$ 23,333.30	\$ 20,883.30	\$ 30,000.00	\$ 30,000.00
ACTIVITIES EXPENSES	\$ 104,928.16	\$ 113,812.35	\$ 85,000.00	\$ 85,000.00
REGISTERED AFFILIATES	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
NEW REGISTERED AFFILIATES	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
TOTAL ACTIVITIES	\$ 139,261.46	\$ 145,695.65	\$ 128,000.00	\$ 128,000.00
COMMUNITY GOVERNING				
BOD TRAINING/ELECTIONS	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00
BOARD OF DIRECTORS EXPENS	\$ 4,833.40	\$ 6,448.86	\$ 5,000.00	\$ 5,000.00
PRESIDENT EXPENSE	\$ 8,500.00	\$ 8,500.00	\$ 6,000.00	\$ 8,500.00
COMMITTEES EXPENSES	\$ -	\$ -	\$ 500.00	\$ -
TOTAL COMMUNITY GOVERNING	\$ 13,333.40	\$ 14,948.86	\$ 13,000.00	\$ 15,000.00
PAYROLL				
PAYROLL TAXES & BENEFITS	\$ 17,638.05	\$ 15,061.91	\$ 18,500.00	\$ 18,500.00
UNEMPLOYMENT TAXES	\$ 204.02	\$ 135.56	\$ 500.00	\$ 500.00
GROUP HEALTH INSURANCE	\$ 22,306.02	\$ 9,825.34	\$ 23,000.00	\$ 25,000.00
BONUSES	\$ 13,619.79	\$ 10,828.45	\$ 15,000.00	\$ 15,000.00
ON-SITE STAFF	\$ 221,645.98	\$ 189,883.22	\$ 220,000.00	\$ 220,000.00
MAINTENANCE PAYROLL	\$ -	\$ -	\$ -	\$ -
Simple IRA	\$ -	\$ -	\$ 9,840.00	\$ 4,920.00
PAYROLL ADMIN COSTS	\$ -	\$ -	\$ -	\$ -
TOTAL PAYROLL	\$ 275,413.86	\$ 225,734.48	\$ 286,840.00	\$ 283,920.00
UTILITIES				
ELECTRICITY	\$ 39,569.17	\$ 30,885.22	\$ 35,000.00	\$ 35,000.00
ELECTRICITY-COMMUNITY CEN	\$ 9,901.79	\$ 9,946.30	\$ 10,000.00	\$ 10,000.00
GAS	\$ 3,695.59	\$ 2,999.66	\$ 5,000.00	\$ 5,000.00
WATER & SEWER	\$ 54,861.48	\$ 65,513.07	\$ 50,000.00	\$ 50,000.00
WATER & SEWER - COMMUNITY	\$ 15,342.97	\$ 23,442.89	\$ 15,000.00	\$ 15,000.00
TELEPHONE	\$ 12,778.27	\$ 14,763.63	\$ 12,000.00	\$ 12,000.00
TOTAL UTILITIES	\$ 136,149.27	\$ 147,550.77	\$ 127,000.00	\$ 127,000.00
SWIMMING POOL				
POOL CONTRACT	\$ 147,322.62	\$ 140,434.00	\$ 148,000.00	\$ 150,828.00
POOL REPAIRS	\$ 3,709.83	\$ 858.33	\$ 5,000.00	\$ 3,500.00
POOL SUPPLIES	\$ 5,871.54	\$ 8,394.22	\$ 500.00	\$ 5,000.00
POOL FURNITURE	\$ 431.09	\$ 3,300.00	\$ 2,500.00	\$ 2,500.00
TOTAL SWIMMING POOL	\$ 157,335.08	\$ 152,986.55	\$ 156,000.00	\$ 161,828.00
REPAIRS & MAINTENANCE				
H V A C	\$ 1,005.00	\$ 720.00	\$ 2,500.00	\$ 1,500.00
ELECTRICAL REPAIRS	\$ -	\$ -	\$ 500.00	\$ 500.00
PLUMBING REPAIRS	\$ 13,166.42	\$ 2,924.58	\$ 4,500.00	\$ 3,500.00
PAINTING	\$ -	\$ -	\$ -	\$ -
CARPENTRY	\$ -	\$ -	\$ -	\$ -
COMMUNITY ROOM CLEANING	\$ -	\$ -	\$ -	\$ 3,000.00
ALLEY LIGHT INSPECTIONS	\$ -	\$ -	\$ -	\$ 3,600.00
IRRIGATION REPAIRS	\$ -	\$ -	\$ -	\$ 20,000.00

	2015	2016	2017	2018
	Actual	Actual	Budget	Proposed Budget
GENERAL SUPPLIES	\$ -	\$ -	\$ 1,000.00	
JANITORIAL SUPPLIES	\$ -	\$ -	\$ 500.00	
COMMON AREA MAINTENANCE	\$ 79,031.90	\$ 54,097.21	\$ 55,000.00	\$ 50,000.00
PARKING PERMITS	\$ -	\$ -	\$ 500.00	\$ 150.00
DIRECTORIES & SIGNS				
FIRE SAFETY EQUIPMENT	\$ 1,476.53	\$ 3,006.80	\$ 1,660.00	\$ 4,000.00
ACCESS CONTROL SYSTEM R &	\$ 6,736.00	\$ 2,543.70	\$ 2,500.00	\$ 5,000.00
EXERCISE ROOM	\$ 5,203.41	\$ 6,882.51	\$ 5,000.00	\$ 7,000.00
TOT LOT	\$ -	\$ -	\$ 500.00	\$ 500.00
STREET LIGHTS	\$ 27,439.51	\$ 18,894.20	\$ 20,000.00	\$ 5,000.00
STORM WATER DRAIN MAINT	\$ -	\$ 10,650.00	\$ 23,000.00	\$ 20,000.00
TOTAL REPAIRS & MAINT	\$ 134,058.77	\$ 101,735.00	\$ 119,177.00	\$ 125,768.00
MAINTENANCE SERVICE AGREEMENTS				
CELL PHONES	\$ 2,240.00	\$ 1,540.00	\$ 2,100.00	\$ 2,100.00
HVAC CONTRACT	\$ -	\$ -	\$ 1,200.00	\$ 1,000.00
CLEANING CONTRACT	\$ 44,156.97	\$ 49,898.26	\$ 46,500.00	\$ 47,000.00
GROUPS MAINTENANCE CONTR	\$ 456,802.00	\$ 338,493.25	\$ 351,216.00	\$ 389,716.00
GROUPS-IRRIGATION	\$ 89,018.25	\$ 48,242.25	\$ 30,000.00	\$ 12,800.00
GROUPS RESTORATION	\$ 5,961.50	\$ 22,093.25	\$ 45,000.00	\$ 45,000.00
PET WASTE REMOVAL	\$ 19,051.96	\$ 16,283.22	\$ 18,000.00	\$ 14,000.00
ALARM SYSTEM CONTRACT	\$ 638.80	\$ -	\$ -	\$ 1,200.00
SNOW REMOVAL	\$ 450,342.30	\$ 532,768.75	\$ 650,000.00	\$ 650,000.00
CABLE/INTERNET	\$ 7,792.33	\$ 5,915.00	\$ 6,500.00	\$ 6,500.00
COMMUNITY ROOM	\$ 2,154.45	\$ 750.00	\$ 500.00	\$ 500.00
TOTAL SERVICE AGREE	\$ 1,075,918.56	\$ 1,014,443.98	\$ 1,148,916.00	\$ 1,169,816.00
OTHER EXPENSES				
TOTAL Other Expenses				
Real Estate Tax	\$ 48,353.00	\$ 46,865.90	\$ 50,000.00	\$ 50,000.00
Licenses, fees, permits	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
Other Taxes	\$ -	\$ -		
TOTAL Taxes & Licenses	\$ 48,353.00	\$ 46,865.90	\$ 52,000.00	\$ 52,000.00
RESERVE CONTRIBUTIONS				
REPLACEMENT RESERVE CONTR	\$ 363,296.00	\$ 400,000.00	\$ 485,000.00	\$ 485,000.00
INTEREST CONTRIBUTIONS TO	\$ 30,250.29	\$ 37,999.13	\$ 30,000.00	\$ 30,000.00
KF Phase 4 Builder Contribution for Reserves			\$ 18,000.00	\$ 18,000.00
TOTAL RESERVE CONTR	\$ 393,546.29	\$ 437,999.13	\$ 533,000.00	\$ 533,000.00
TOTAL EXPENSES	\$ 2,660,567.78	\$ 2,558,722.18	\$ 2,826,516.00	\$ 2,866,495.00
TOTAL INCOME	\$ 2,485,289.35	\$ 2,583,832.75	\$ 2,812,653.00	\$ 2,907,511.32
Variance	\$ 175,278.43	(\$25,110.57)	\$13,853.00	\$41,016.32