

## English Turn Property Owners' Association 2025 OPERATING BUDGET PROPOSAL

|   | 2024 Actual<br>(prelim) | 2024 Budget         | 2025 Budget         | <u>2024 Notes</u>   |
|---|-------------------------|---------------------|---------------------|---|
| <b>Income</b>   |                         |                     |                     |   |
| 4000 Homeowner Assessments                            | \$ 1,904,263            | 1,789,300           | \$ 2,052,600        | Last year budget was (617*2*1,450). This year doing 622*2*1,650   |
| 4010 ASC Income                                       |                         |                     |                     |   |
| 4040 Fine Income                                      |                         |                     |                     | Not taking in budget since not sure will collect.   |
| 4100 Int Income-Delq/Lateef/Penalty                   | 16,585                  | 11,000              | 11,000              | \$100 per. Rough estimate based on 2024 Some might be waived.   |
| 4110 Misc./Reimb Income                               | 3,292                   |                     |                     | One time items so not Budgeting   |
| 4115 Collection Processing Fee                        | 0                       |                     |                     | Legal collect fees - should be part of 4150   |
| 4130 Lot/House Maintenance                            | 59,551                  | 65,000              | 57,000              | Billing back the lot cutting charges paid to Mullen under Landscape - 7000. Based on 2024 actual and reducing as houses are built   |
| 4140 NSF Fee Income                                   | 65                      | 100                 | 100                 |   |
| 4150 Legal Fee Income                                 | 2,638                   | 10,000              | 1,000               | Charge back of collection fees - assessing accts. Should be offset of legal collect fees  |
| 4160 Toll Tag Income                                  | 4,777                   | 3,000               | 2,000               | Toll tag sales - \$20 each. Estimate for 2025, less then 2024 since most have new ones already.   |
| 4165 Mailbox Income                                   | 135                     | 100                 | 150                 | For sale of mailbox numbers   |
| 4226 Social Committee Income                          |                         | 1,400               | 1,000               | Crawfish boil income. Did not do in 2024  |
| 4400 Bank Interest Income                             | 2,056                   | 4,000               | 1,500               | Reserve interest income. Estimating lower reserves and lower rate so less interest income.  |
| 4700 Miscellaneous Income                             | 10,860                  | 1,000               | 1,000               | Prior Years movie income. 2024 voting location income   |
| <b>INCOME</b>   | <b>\$ 2,004,222</b>     | <b>\$ 1,884,900</b> | <b>\$ 2,127,350</b> |   |
| Reduce for Cash Commitments ( See separate data)      |                         |                     | <b>\$ 53,311</b>    | Mortgage, LOC, CNH Capital, Cart Lease & Land Purchase. Did not take reflect on report in past since was only \$15K. Less budget for Interest Expense.  |
| <b>Funds Available for Operations</b>                 | <b>\$ 2,004,222</b>     | <b>\$ 1,884,900</b> | <b>\$ 2,074,039</b> |   |
| <b>Expenses</b>                                       |                         |                     |                     |   |
| 5010 Management Fees                                  | \$ 62,288               | \$ 63,400           | \$ 63,400           | HMS Monthly Accounting Fees- \$5,190 per month  |
| 5015 Bad Debt Expense - Unpd Debt/Dues, Lot Maint/Int | 3,760                   | 23,200              | <b>66,000</b>       | 2025 - Based on collections have to increase estimate to 20*2*1650. Write off of Adams account balance per agreement. To allocate to reserves - will be JE. 2024 budget of 8 *1,450*2.  |
| 5020 Accounting Fees                                  |                         |                     |                     |   |
| 5030 Administrative Fee                               | 448                     | -                   | -                   | Credit Card Bank fees - need detail   |
| 5035 Legal & Professional Fees                        | 15,221                  | 12,000              | 6,000               | 2025 - Olde Orleans ASC - \$125*24. Review Rate + \$3000 misc. 2024 -Inc Executive Appraisers - Letter of Valuation -\$1,200. Olde Orleans - ASC Consult. RW Krebs, \$2,500. Zach Smith - Electr plan for West Gate - \$2,200. Leary Brief Writer (Kansas) - \$3,100, Kelly Constr Group - \$3750 - Maint Building plans. |
| 5037 Interim Zoning Review                            | 3,180                   | 15,000              | -                   | 2025 - hoping over. 2024 -Griffin & Bivalacqua, LLC -s Interim Zoning District and Text Amendment to CZO  |
| 5040 Legal Collection Fees                            | 2,270                   | 10,000              | 4,000               | We pay Sutton & Demmons and bill back. These are general, not billed back. Plus Small Claims CT fees. Anticipating more in 2025 with more collection issues.  |
| 5046 Office Expense                                   | 1,315                   | 3,100               | 2,000               | LA Office Products and CC Purchases - need CC detail  |

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| 5047 Employee Housing                      | 18,211                  | 20,000      | 19,950        | 2025 - 9.5 months @ (\$2,500 - 400). 2024 -Lower because did not give credit for Feb. \$2,500 per month. They pay \$100 each. Budget was - 10 months Lease of \$2,500 offset by \$100 reim from Employees  |
| 5050 Bank Charges                          | 409                     | 500         | 500           |  |
| 5052 Postage and Mail                      | 936                     | 1,500       | 1,500         | Stamps - CC.   |
| 5055 Interest Expense                      | 7,490                   | 4,800       | 56,273        | 2025 based on all loan commitments. 2024 was based on mortgage and LOC.  |
| 5056 Collection Processing Fees            | 18                      | -           | -             |  |
| 5060 Printing and Reproduction             | 6,344                   | 6,600       | 6,600         | Copier Lease & Usage, 5 Citation books and business Cards  |
| 5065 Computer Expense                      | 4,329                   | 3,000       | 7,500         | Scott Graham / Chuck Rogers. Already spent \$4K with Scott in 25 for work on WIFI updates.   |
| 5071 General Insurance                     | 55,445                  | 60,473      | 61,745        | Amortization. Annual Polices - \$58,805. Assume 5% Incr<br>Golf Carts - 10/22/24 - \$2,042 + \$520 addtl on 7/1/24.<br>Flood - 8/29/24 - \$3,190<br>Auto - 7/8/24 - \$15,628 + 11/24 add 2005 Chevy PU \$5.743<br>Property & Liability - 8/1/24 - \$22,509<br>Track Loader - 3/14/24 - \$660<br>Directors & Officers Liability - 11/24 - \$8,513 |
| 5080 Uniform                               | 1,466                   | 1,000       | 1,000         | Staff uniforms   |
| 5230 Telephone                             | 19,851                  | 8,100       | <b>20,000</b> |  |
| 5231 Internet                              | 7,518                   | 24,000      | <b>7,500</b>  | 2024 - Office phones, zoom \$1,700. Zoom Meeting plan \$2,700. Staff cell phones - 5 for \$2,700 + \$1k misc. charges as we finalize plan changes.   |
| 5234 Electric                              | 34,165                  | 32,000      | 32,000        | Entergy  |
| 5235 Fuel ( Gas) for vehicles / equipment) | 15,580                  | 9,000       | 9,000         | Retif Oil & Fuel main yard and vehicle gas expense   |
| 5236 Water                                 | 19,347                  | 10,000      | <b>15,000</b> | Office trying to figure out bills and meters. 10/7 we paid \$2k on 1 clubhouse bill other big ones are 400 Et, 0 clubhouse. Some should be our sprinkler systems.  |
| 5280 Garbage Collection POA Yard           | 9,136                   | 9,000       | 9,200         | Republic Services Dumpster   |
| 5320 Marketing                             |                         | 950         |               | Go Daddy - Software for community email blasts. Adding in \$500 to obtain text software for community blasts.  |
| 5360 Website                               |                         | 1,000       | 1,000         | Chuck Rogers Consulting - website updates. 2024 coded under computer   |
| 5415 City Property Tax                     | 12,738                  | 12,500      | 11,013        | Have actual 2025   |
| 6140 POA Office R & M                      | 780                     | 2,000       | 2,000         | Jerry verify if anything planned for office. Fire Extinguisher annual inspection. Could use window coverings   |
| 6190 POA Office Cleaning                   |                         | 500         | 300           | Staff handles  |
| 6300 Payroll Expense                       | 496,708                 | 473,434     | 417,248       | See Payroll Data Backup .  |
| 6300 Payroll Expense                       |                         |             | 99,195        | Breakout Seasonal Workers - 4 *\$15.06*9.5 months. 4 in 2025, had 5 in 2024  |
| 6310 Payroll Taxes                         | 38,012                  | 38,178      | 41,468        | 7.65% employer share and FUTA  |
| 6320 401K Expenses                         | 692                     | 4,700       | 8,701         | Company Match - will review budget and actual. Not sure staff participating.   |
| 6330 Health Insurance                      | 17,122                  | 18,086      | 22,110        | Our share - Acct has full expense then offset by employee paid portion. Premiums increased by 12%. Assume 3 employees participate. Currently 2.  |

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| 6335 Workers Comp Insurance          | 20,426                  | 4,500       | 15,000      | 2024 -Went from \$360 per pp to \$660. Prob with Amigos & \$5,600 audit review adjustment. 2025 assume \$600 when amigos here and \$500 other.  |
| 6340 Payroll Processing Fee          | 7,344                   | 7,000       | 7,000       | Need to review fees. Should be about \$255 per pay period, but coming in higher.  |
| 6350 Seasonal Labor                  | 11,705                  | 13,600      | 16,695      | Fees & Travel incurred. Processing Fees - \$8,095 + travel reim. + Entergy & Water  |
| 6400 Security Contract               | 436,663                 | 475,500     | 477,590     | Security Contract signed Feb 24. Est \$8,800 a week plus vehicle lease. No change in cost for 2025.0  |
| 6402 Security Updates & Maintenance  | 6,167                   | 7,000       | 7,000       | Camera and Ethernet repairs. Have to review \$1,500 cc charge in March.   |
| 6405 Security Supplies               | 53                      | 4,000       | 5,000       | Combine with above. Need some new cameras.  |
| 6410 Gate Maintenance                | 35,661                  | 20,600      | 20,000      | Gate Repairs - big ones were AVL \$13K for gate loops / batteries in Sept. \$4k in Dec for East Gate visitor entrance. \$4k Contract gate.  |
| 6411 Gate software                   | 6,279                   | 9,120       | 7,000       | Budget CAP sure \$450 & AVL \$310 per month. AVL fee changed, need to update  |
| 6412 Gate Reader Tags                | 2,656                   | 1,000       | 1,000       | Purchased another 300 tags. We sell them @ \$20 each  |
| 6800 Equipment Rental                | 9,511                   | 1,000       | 5,000       | Demo Hammer & Grapple Bucket- \$3.9Kt. Kato mini exc \$730. Porto potty for yard, Manlift for pkwy trimming , hanging flags and light fixes - \$3K  |
| 6810 Equipment R&M                   | 4,372                   | 2,500       | 2,500       |   |
| 6910 Social Activity and Events      | 987                     | 6,000       | 3,000       | Winter Solace, Crawfish Boil, Halloween Party.  |
| 6920 Decorations                     | 14                      | 500         | 500         | Credit card expenses need to be JE to account   |
| 6925 Meals and Entertainment         | 129                     | 250         | 250         |   |
| 6950 Meeting Expenses                | 1,003                   | 1,000       | 1,000       |   |
| 7000 Landscape Contract              | 223,515                 | 219,960     | 212,520     | New contract March 2024. Reduced rate to Monthly \$17.7k from \$22.8K. No costs change in 2025.   |
| 7000.10 Landscaping Consultant       | 18,500                  | 24,000      | 20,000      | Southern Gateway - Darryl - \$500 per week. Cutting back some weeks   |
| 7010 Landscaping - R&M               | 2,139                   | 38,000      | 22,000      | We did not buy much mulch this year. Used prior stock pile. Track Trencher rental. Did not need Spring Mulch. Mulch is about \$20K. Combine with 7030   |
| 7030 Landscaping - Other             | 16,130                  | 2,000       | 16,000      | Seasonal Planting Plants from Southern Gateway.   |
| 7045 Mailbox Repair and Maintenance  | 41                      | 500         | 500         | Cement  |
| 8010 Build/Struct. Maintenance       | 9,585                   | 10,000      | 10,000      | 2024 -Jamacia Joe \$1,200 + Gazebo Paint , stage paint, main facility paint.  |
| 8011 Cleaning Supplies               | 197                     | 1,000       | 1,000       |   |
| 8012 Vehicle/Cart repair maintenance | 69,732                  | 18,000      | 18,000      | 2025 - Assume rebuild of Tractor and vehicles complete. 2024 - \$12K Truck repair. Lee Tractor spend was \$29,250. - Blanchard purchases of \$19,400 & SCS \$6K for 2006 Ford Truck repair.   |
| 8015 Drainage Repair and Maintenance | 29,867                  | 20,000      | 20,000      | Blue Flash preparing estimate for other blockages and service plan. Blue Flash - numerous clear blockages - \$11,400. Ralph Dufour for \$2k to repair leaking pipe. \$10.5K repair leak at office. 30 ET Water repair - \$2.2K. Lusco - \$2.6K. CT Traina repair by 30 ET for \$2.2K. |
| 8020 Street Repair and Maintenance   | 7,127                   | 14,000      | 7,000       | 2025- Material for street & curb repair. Will be doing street repairs in 2025. 2024 -\$3.5K for concrete for mainten facility. Split Clubhouse Rd repair  |
| 8021 Signage Expense                 | 1,785                   | 500         | 500         | Banners for Parkway   |
| 8022 Pressure Washing                |                         | 1,000       | 1,000       | Supplies to do this in 2025   |
| 8023 Lighting Repair and Maintenance | 29,928                  | 28,000      | 28,000      | Stewart - Lakeway repair \$8.3K. Stewart light repairs in Villas, Parks and near Muirfield - \$14K. Nu-lite Electric supplies - \$2.2K. \$1.5K West gate permitting   |

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| <b>8024 Fire Hydrants</b>                  | 15,464                  | 5,000            | 15,000           | CT Traina - Isolation value repair for shut off. In addition to fire hydrant repair. Fire Hydrants under assets |
| <b>8026 Reforestation</b>                  |                         | 500              | 0                |   |
| <b>8040 Maint Hardware &amp; Supplies</b>  | 33,959                  | 30,000           | 30,000           | Jeanfreau's spend is \$6,120. Home Depot. Materials for street repair Clubhouse                                 |
| <b>8515 Animal Control/Nuisance Animal</b> | 45,270                  | 45,000           | 45,000           | Trapper Eric \$3,750 per month.   |
| <b>8570 Miscellaneous Expense</b>          | 1,000                   | 1,000            | 1,000            | 2024 Deposit for MHTG Transaction.  |
| <b>8610 Reserve Fund</b>                   |                         |                  |                  | On Balance Sheet - Allocate to Reserves   |
| <b>8620 QuickBooks Payments Fees</b>       | 3,064                   | 4,000            | 3,000            | We charge back some to residents. Processing fees and CC fees   |
| <b>8630 Square Fees</b>                    | 783                     | 850              | 750              | We charge back some to residents. Processing fees and CC fees   |
| <b>8710 ETPOA codes</b>                    | 38,930                  | 0                | 0                | CC Clearing acct. Used to put cc payments in until we allocate detail.  |
| <b>Total Expenses</b>                      | <b>1,944,761</b>        | <b>1,884,900</b> | <b>2,012,008</b> |   |
| <b>Net Operating Income</b>                | <b>59,462</b>           | <b>0</b>         | <b>62,031</b>    |   |
| 6850 Depreciation                          | 139                     | 0                | 139              |   |
| <b>Net Income</b>                          | <b>59,323</b>           | <b>0</b>         | <b>61,892</b>    |   |

Does not include fixed asset purchases. Assets and Infrastructure will be on separate report.