

**Castlegate Owner's Association**  
**Description of Budget Accounts**  
*Updated 2008*

**Income Accounts**

**Administration/Transfer Fees:** Income from association charges for property transfers from one property to another. The present charge is \$30.00

**Annual Dues:** Fees collected to operate and maintain the association and common properties. The current annual fee is \$250.00

**Expense Accounts**

**Deed Restriction Enforcement:** Expenses incurred for enforcing the CCR's including third party inspections or for association's cost of curing outstanding violations and postage for deed restriction enforcement. Also includes legal fees associated with deed restriction enforcement.

**HOA Management/Services:** Services for handling the day to day operation of the association including accounts payable and receivable, maintaining property ownership, preparing resale certificates, deed restriction enforcement and general association records.

**Flags, Decorations, and Signs:** Cost of flags at front entrance, holiday decorations, etc.

**Grounds Maintenance/Improvements:** Mowing, planting, repair/maintenance of sprinklers, dead tree removal, shredding and general maintenance of common areas. Also includes common area lighting and electrical (excluding fountains).

**Improvement of Common Areas:** New improvements to the HOA common areas such as landscaping or other improvements to the property including enhancements/improvements to entrance(s).

**Insurance:** Cost of insurance for liability coverage of the association.

**Legal & Professional Fees:** Expenses for legal services of the association such as filing liens on delinquent accounts, advising on action to be taken in matters concerning violations of association Covenants and Restrictions, amendments, additions, and restatements of the CCR's.

**Maintenance & Repairs of Equip:** Expense of maintaining pumps, reservoirs, and facilities in common areas.

**Membership Events:** Association sponsored community events such as: Easter Egg Hunt, Fall Festival and trash clean-up day.

**Membership Meeting Expense:** Cost of owners' association annual meeting and director/committee meetings.

**Postage/Mailouts:** Expenses of association mail-outs including copying and postage (does not include postage for deed restriction enforcement).

**Office Supplies:** Cost of supplies to put together Committee Binders and organize homeowner information.

**Storage Expense:** The HOA maintains a storage facility to hold the HOA assets including ACC documents and decorations for holiday events.

**Website:** Cost to host and maintain the Castlegate Homeowner's website.

**Utilities:** Cost of water and electricity necessary for the common areas.