Victoria Park Soho Homeowners Association, Inc.



Professionally managed by

December 22, 2023

Dear Member,

The Board of Directors of Victoria Park Soho Homeowners Association, Inc. has signed a resolution to approve the assessment rate(s) and the annual budget for the 2024 fiscal year.

The assessment rate(s) will increase for the 2024 fiscal year. The assessment rates for the 2024 fiscal year are effective as of January 01, 2024:

The STANDARD homeowner assessment rate for the upcoming fiscal year will be increasing to \$575.00 per month from last year's rate of \$525.00 per month.

Assessments are invoiced by Coupons.

As a reminder, you can access your account, register for the ACH assessment payment option, and access other association information using the RealManage Resident Portal at www.realmanage.com.

The Annual Budget for the 2024 fiscal year is attached.

Sincerely,

Victoria Park Soho Homeowners Association, Inc. Board of Directors



Annual Budget - Resident Budget Package



Victoria Park Soho Homeowners Association, Inc.

Annual Budget for Fiscal Year 2024



Prepared on: 12/22/2023



Victoria Park Soho Homeowners Association, Inc. Annual Budget - Resident Budget Package Table of Contents

RealManage is pleased to deliver this Annual Budget - Resident Budget Package , which has been prepared for use by the Residents of the community.

Report / Document	Page(s)	Description
Cover Letter	1 Page / 3	
Budget Fund Revenue and Expense Summary (side by side)	1 Page / 4	Revenue and expense budget summary presented by fund in a side by side and consolidated format.
Budget Fund Cash Flow Summary (side by side)	1 Page / 5	Cash flow budget summary presented by fund in a side by side and consolidated format.
Monthly Detail	4 Pages / 6 to 9	Revenue and expense budget by fund detailed on a monthly basis for the upcoming fiscal year at the general ledger and subcategory level.
Revenue & Expense Budget Notes	4 Pages / 10 to 13	Revenue and expense budget detail notes at the general ledger account and subcategory level used to explain the budgeted item.
Replacement Fund Analysis	1 Page / 14	A detail analysis of funds currently designated in the Replacement Fund set aside, and the calculation of funds needed, to pay for future major repairs or replacement of the association's assets (unless provided by a Reserve Study).



Victoria Park Soho Homeowners Association, Inc. Revenue and Expense Budget Summary for FY 2024

	Operating Fund	Replacement Fund	Consolidated
Revenues			
Assessments			
Regular Assessments	\$165,600	-	\$165,600
Assessment Allocation	(\$57,293)	\$57,293	
TOTAL of Assessments	\$108,307	\$57,293	\$165,600
Other Income	\$11,600		\$11,600
TOTAL of Other Income	\$11,600		\$11,600
TOTAL of Revenues	\$119,907	\$57,293	\$177,200
Expenses			
Operating Expenses			
Direct Operating Expenses			
Landscape Maintenance	\$24,700	-	\$24,700
Pool Operating Expenses	\$7,600	-	\$7,600
Common Area Maintenance	\$21,000	-	\$21,000
Security and Patrols	\$750	-	\$750
Exterminating	\$2,500	-	\$2,500
Trash Removal	\$12,500	-	\$12,500
Water and Wastewater	\$15,000	-	\$15,000
Electricity	\$3,500	-	\$3,500
TOTAL of Direct Operating Expenses	\$87,550		\$87,550
General and Administrative Expenses			
Professional Fees	\$5,250	-	\$5,250
Bank Charges	-	\$60	\$60
Collection Expense	\$348	-	\$348
Insurance	\$7,000	-	\$7,000
Management Fee	\$10,572	-	\$10,572
Administrative Expenses	\$5,687	-	\$5,687
Compensation	\$3,500	-	\$3,500
TOTAL of General and Administrative Expenses	\$32,357	\$60	\$32,417
TOTAL of Operating Expenses	\$119,907	\$60	\$119,967
Capital Expenditures (Non-capitalized)			
Depreciation			
TOTAL of Expenses	\$119,907	\$60	\$119,967
Net Surplus (Deficit)		\$57,233	\$57,233

Victoria Park Soho Homeowners Association, Inc. Cash Flow Budget Summary for FY 2024

	Operating Fund	Replacement Fund	Consolidated
Beginning Cash Balance (All Cash Accounts)	\$64,463	\$162,668	\$227,131
Cash from Operating Activities	-	-	-
Net Surplus (Deficit)	-	\$57,233	\$57,233
Add Back Depreciation Expense (non-cash)	-	-	-
Add/Subtract Projected Decrease/Increase in A/R, Prepaid Expenses and Other Assets	-	-	-
Add/Subtract Projected Increase/Decrease in A/P, Prepaid Assessments, and Other Current Liabilities	-	-	-
Net Cash Flow from Operating Activities	-	\$57,233	\$57,233
Cash from Investing Activities	-	-	-
Purchase/Repair of Facilities & Equipment (Capitalized)	-	-	-
Net Cash Flow from Investing Activities	-	-	-
Cash from Financing Activities	-	-	-
Loan Principal Payments	-	-	-
Interfund Borrowing (Due To / Due From Other Funds)	-	-	-
Fund Transfers (Permanent Transfer To / From Another Fund)	-	-	-
Net Cash Flow from Financing Activities	-	-	-
Net Cash Increase (Decrease)	-	\$57,233	\$57,233
Ending Cash Balance	\$64,463	\$219,901	\$284,364

(1) Operating Fund	Budget	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
Revenues													
Assessments													
Regular Assessments													
Regular Assessments - Full Rate (4010)													
Full Rate (4010)	\$165,600	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800
TOTAL of Regular Assessments	\$165,600	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800
Assessment Allocation													
Assessment Allocation (4220)													
Assessment Allocation (4220)	(\$57,293)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,779)
TOTAL of Assessment Allocation	(\$57,293)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,774)	(\$4,779)
TOTAL of Assessments	\$108,307	\$9,026	\$9,026	\$9,026	\$9,026	\$9,026	\$9,026	\$9,026	\$9,026	\$9,026	\$9,026	\$9,026	\$9,021
Other Income													
Miscellaneous Income (4530)													
Kensington Pool Income (4530)	\$2,000	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$163
Water & Wastewater Billings (4530)	\$9,000	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750
Finance Fees (4530)				·		·	·					·	·
Finance Fees (4530)	\$600	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50
TOTAL of Other Income	\$11,600	\$967	\$967	\$967	\$967	\$967	\$967	\$967	\$967	\$967	\$967	\$967	\$963
TOTAL of Revenues	\$119,907	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,984
Expenses													
Operating Expenses													
Direct Operating Expenses													
Landscape Maintenance													
Landscape Maint General (5210)													
Tree Maintenance (5210)	\$500	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$38
Landscape Contract (5210)	\$19,200	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600	\$1,600
Landscape - General (5210)	\$5,000	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$413
Pool Operating Expenses													
Pool Operating Expenses (5310)													
Contract - Pool Maintenance (5310)	\$5,700	\$475	\$475	\$475	\$475	\$475	\$475	\$475	\$475	\$475	\$475	\$475	\$475
Pool Repairs (5310)	\$1,900	\$158	\$158	\$158	\$158	\$158	\$158	\$158	\$158	\$158	\$158	\$158	\$162
Common Area Maintenance													
Repairs and Maint General (5420)													
Roof Repairs (5420)	\$10,000	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$833	\$837
Access Gate (5420)	\$1,500	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125
	'		•		·			•	•		•	•	*

(1) Operating Fund	Budget	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
General Repairs/Maintenance (5420)	\$6,000	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Fire Alarm Monitoring (5420)	\$3,500	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$288
Security and Patrols				·	·	·	· 	·		·			·
Security and Patrols (5510)													
Security and Patrols (5510)	\$750	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$68
Exterminating													
Exterminating (5620)													
Exterminating (5620)	\$2,500	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$212
Trash Removal													
Trash Removal (5660)													
Trash Removal (5660)	\$12,500	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,042	\$1,038
Water and Wastewater													
Water and Wastewater (5710)													
Water and Wastewater (5710)	\$15,000	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250
Electricity													
Electricity - General (5010)													
Electricity - General (5010)	\$3,500	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$288
TOTAL of Direct Operating Expenses	\$87,550	\$7,296	\$7,296	\$7,296	\$7,296	\$7,296	\$7,296	\$7,296	\$7,296	\$7,296	\$7,296	\$7,296	\$7,294
General and Administrative Expenses													
Professional Fees													
Professional Fees (6010)													
Accounting (6010)	\$250	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$19
Legal (6010)	\$5,000	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$417	\$413
Collection Expense													
Collection Expense (6040)													
Collection Expense (6040)	\$348	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29
Insurance													
Insurance - General, Property & Liability (6210)													
General, Property & Liability (6210)	\$7,000	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$583	\$587
Management Fee													
Management Fee (6310)													
Management Contract (6310)	\$10,572	\$881	\$881	\$881	\$881	\$881	\$881	\$881	\$881	\$881	\$881	\$881	\$881
Administration													
Administration (6410)													
Administration (6410)	\$792	\$66	\$66	\$66	\$66	\$66	\$66	\$66	\$66	\$66	\$66	\$66	\$66

(1) Operating Fund	Budget	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
Coupons (6410)	\$145	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$13
Miscellaneous Admin (6410)	\$4,750	\$396	\$396	\$396	\$396	\$396	\$396	\$396	\$396	\$396	\$396	\$396	\$394
Compensation													
Compensation (6510)													
Compensation (6510)	\$3,500	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$292	\$288
TOTAL of General and Administrative Expenses	\$32,357	\$2,697	\$2,697	\$2,697	\$2,697	\$2,697	\$2,697	\$2,697	\$2,697	\$2,697	\$2,697	\$2,697	\$2,690
TOTAL of Operating Expenses	\$119,907	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,984
TOTAL of Expenses	\$119,907	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,993	\$9,984
Net Surplus (Deficit)													

Budget Monthly Detail													
(2) Replacement Fund	Budget	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24
Revenues													
Assessments		ļ											
Assessment Allocation													
Assessment Allocation (4220)													
Assessment Allocation (4220)	\$57,293	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,779
TOTAL of Assessment Allocation	\$57,293	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,779
TOTAL of Assessments	\$57,293	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,779
TOTAL of Revenues	\$57,293	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,774	\$4,779
Expenses													ļ
Operating Expenses		ļ											
General and Administrative Expenses		ļ											
Bank Charges													
Bank Charges (6030)													
Bank Charges (6030)	\$60	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
TOTAL of General and Administrative Expenses	\$60	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
TOTAL of Operating Expenses	\$60	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
TOTAL of Expenses	\$60	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
Net Surplus (Deficit)	\$57,233	\$4,769	\$4,769	\$4,769	\$4,769	\$4,769	\$4,769	\$4,769	\$4,769	\$4,769	\$4,769	\$4,769	\$4,774

Victoria Park Soho Homeowners Association, Inc. Revenue and Expense Detail Notes

Fund: Operating Fund

venues		
Assessments		
Regular Assessments		
Regular Assessments - Full Rate (4010)		
Full Rate (4010)	Annual Budget:	\$165,600
Monthhly Assessment of \$575		
TOTAL of Regular Assessments	Annual Budget:	\$165,600
Assessment Allocation		
Assessment Allocation (4220)		
Assessment Allocation (4220)	Annual Budget:	(\$57,293
TOTAL of Assessment Allocation	Annual Budget:	(\$57,293
OTAL of Assessments	Annual Budget:	\$108,307
Other Income		
Miscellaneous Income (4530)		
Kensington Pool Income (4530)	Annual Budget:	\$2,000
Kensington Cost of Pool Expense Recovered (38%)		
Water & Wastewater Billings (4530)	Annual Budget:	\$9,000
Think Utility Recovered expenses		
Finance Fees (4530)		
Finance Fees (4530)	Annual Budget:	\$60
OTAL of Other Income	Annual Budget:	\$11,600
TAL of Revenues	Annual Budget:	\$119,90
penses		
Operating Expenses		
Direct Operating Expenses		
Landscape Maintenance		
Landscape Maint General (5210)		
Tree Maintenance (5210)	Annual Budget:	\$500
Tree Trimming		
Landscape Contract (5210)	Annual Budget:	\$19,200
Landscape Contract \$166 monthly		
Landscape - General (5210)	Annual Budget:	\$5,000
Irrigation, Sod Replacement, etc.		
Pool Operating Expenses		
Pool Operating Expenses (5310)		
Contract - Pool Maintenance (5310)	Annual Budget:	\$5,700
Sun King Pool \$475 monthly		
Pool Repairs (5310)	Annual Budget:	\$1,900
Pool Repairs		
Common Area Maintenance		
Repairs and Maint General (5420)		
Roof Repairs (5420)	Annual Budget:	\$10,000
Roof/Stucco Cost	-	+ 10,000
Access Gate (5420)	Annual Budget:	\$1,500
Repair and Maintenance	,	ψ1,500
	Annual Budget:	***
General Repairs/Maintenance (5420)	Annual Duuget.	\$6,000
Lights & electrical \$1000	D	

General \$5k -Estimated cost based on 12 month actuals		
Fire Alarm Monitoring (5420)	Annual Budget:	\$3,500
Wayne Automatic Contract \$1430		
Security and Patrols		
Security and Patrols (5510)		
Security and Patrols (5510)	Annual Budget:	\$750
Gasparilla Service Estimated Cost		
Exterminating		
Exterminating (5620)	Annual Budget:	\$2,500
Exterminating (5620) Pestbear	, unidai Baaget.	\$2,300
Trash Removal Trash Removal (5660)		
Trash Removal (5660)	Annual Budget:	\$12,500
City of Tampa includes 5% increase		· ·
Water and Wastewater		
Water and Wastewater (5710)		
Water and Wastewater (5710)	Annual Budget:	\$15,000
Water & Waste Water		
Electricity		
Electricity - General (5010)		
Electricity - General (5010)	Annual Budget:	\$3,500
Tampa Electric based on 12 month actuals		
TOTAL of Direct Operating Expenses	Annual Budget:	\$87,550
General and Administrative Expenses		
Professional Fees Professional Fees (6010)		
Accounting (6010)	Annual Budget:	\$250
Tax Return Prep		
Legal (6010)	Annual Budget:	\$5,000
Estimated Legal Costs		. ,
Collection Expense		
Collection Expense (6040)		
Collection Expense (6040)	Annual Budget:	\$348
RealManage Colelction Expense		
Insurance		
Insurance - General, Property & Liability (6210)		
General, Property & Liability (6210)	Annual Budget:	\$7,000
Based on 15% increase		
Management Fee		
Management Fee (6310) Management Contract (6310)	Annual Budget:	\$10,572
RealManage Contracted Amount	, unidar Badget.	\$10,372
Administration Administration (6410)		
Administration (6410) Administration (6410)	Annual Budget:	\$792
RealManage Contracted Amount		***-
Coupons (6410)	Annual Budget:	\$145
Coupon Order		Ψ143
	Appual Pudgate	A 4 7 5 ^
Miscellaneous Admin (6410)	Annual Budget:	\$4,750

RealManage Variable Cost - Based on 12 month actuals		
Compensation		
Compensation (6510)		
Compensation (6510)	Annual Budget:	\$3,500
Onsite personnel billing		
TOTAL of General and Administrative Expenses	Annual Budget:	\$32,357
TOTAL of Operating Expenses	Annual Budget:	\$119,907
Capital Expenditures (Non-capitalized)		
Depreciation		
TAL of Expenses	Annual Budget:	\$119,907
t Surplus (Deficit)	Annual Budget:	\$0

Victoria Park Soho Homeowners Association, Inc. Revenue and Expense Detail Notes

Fund: Replacement Fund

Revenues		_
Assessments		
Assessment Allocation		
Assessment Allocation (4220)		
Assessment Allocation (4220)	Annual Budget:	\$57,293
TOTAL of Assessment Allocation	Annual Budget:	\$57,293
TOTAL of Assessments	Annual Budget:	\$57,293
TOTAL of Revenues	Annual Budget:	\$57,293
Expenses		
Operating Expenses		
Direct Operating Expenses		
General and Administrative Expenses		
Bank Charges		
Bank Charges (6030)		
Bank Charges (6030)	Annual Budget:	\$60
TOTAL of General and Administrative Expenses	Annual Budget:	\$60
TOTAL of Operating Expenses	Annual Budget:	\$60
Capital Expenditures (Non-capitalized)		
Depreciation		
TOTAL of Expenses	Annual Budget:	\$60
Net Surplus (Deficit)	Annual Budget:	\$57,233

Victoria Park Soho Homeowners Association, Inc. Replacement Fund Analysis

Asset/Component	Useful Life	Est Remain Useful Life (Years)	Est Future Repl Cost	Projected Repl Fund Balance at Current Year End	Projected Expenses in Budget Year	Projected Interest, WC or Init Capital Allocation in Budget Year	Required Funds	Actual Budgeted Annual Allocation to the Repl Fund
Pooled	32	11	\$550,000	\$112,668	-	-	\$437,332	\$57,293
Paving	25	4	\$5,000	\$5,000	-	-	-	-
Paint	11	0	\$25,000	\$25,000	-	-	-	-
Gate	27	6	\$20,000	\$20,000	-	-	-	-
Roof	45	24	\$500,000	-	-	-	\$500,000	-
	<u> </u>		Totals:	\$162,668			\$937,332	\$57,293

The information detailed in this report is provided as a planning guide only, unless supported by a Reserve Study prepared by a qualified and licensed firm or individual in the applicable state. RealManage **strongly recommends** that the association have a Reserve Study prepared and updated on an annual basis by a qualified and licensed firm or individual. RealManage is not qualified or licensed to prepare and issue a Reserve Study and does not represent or warrant any of the information provided herein. It is the responsibility of the association's Board of Directors to maintain and protect the assets of the association.