

# **Greenway Parc Two at Surprise Homeowners Association**

**January 2025  
Board Packet**



[Ashley.Henle@brownmanagement.com](mailto:Ashley.Henle@brownmanagement.com)

**Community Manager**

**Ashley Henle**

**Greenway Parc at Surprise II**  
**Thursday, Jan. 16, 2025 – Board Meeting**  
**Park on 157<sup>th</sup> & Evans**  
**6:00 PM**

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**AGENDA**

- 1. Call to Order by President**
- 2. Establish a Quorum**
- 3. Treasurer's Report**
  - a. Review & Approve November 2024 Financials and December 2024 if available**
- 4. Old Business**

None
- 5. New Business**
  - a. Wall painting and repair**
  - b. Irrigation issues**
  - c. Possible update documents**
- 6. Open Forum (3 Minutes per owner)**
- 7. Next Meeting – TBD**
- 8. Adjournment of Meeting**

**Greenway Parc at Surprise Two Community Association**  
**Balance Sheet**  
**11/30/2024**

	<b>Operating</b>	<b>Reserve</b>	<b>Total</b>
<b>Assets</b>			
<u>Operating Cash</u>			
1010 - FCB Operating 7054	\$102,452.81		\$102,452.81
1012 - Operating ICS 7273	\$80,328.84		\$80,328.84
1080 - Debit Card 6032	\$2,500.21		\$2,500.21
<u>Total Operating Cash</u>	\$185,281.86		\$185,281.86
 <u>Reserve Cash</u>			
1270 - FCB Reserve 3575		\$101,607.76	\$101,607.76
1271 - FCB Reserve ICS 7775		\$75,133.19	\$75,133.19
<u>Total Reserve Cash</u>	\$0.00	\$176,740.95	\$176,740.95
 <i>Assets Total</i>	 \$185,281.86	 \$176,740.95	 \$362,022.81
 <b>Liabilities &amp; Equity</b>			
<u>Liabilities</u>			
3012 - Discl Fees Payable from Owners	\$375.00		\$375.00
3310 - Prepaid Assessments (Unearned Income)	\$16,319.30		\$16,319.30
<u>Total Liabilities</u>	\$16,694.30		\$16,694.30
 <u>Retained Earnings</u>	 \$139,561.78	 \$149,062.43	 \$288,624.21
 <u>Net Income</u>	 \$29,025.78	 \$27,678.52	 \$56,704.30
 <i>Liabilities and Equity Total</i>	 \$185,281.86	 \$176,740.95	 \$362,022.81

**Greenway Parc at Surprise Two Community Association**  
**Income Statement - Operating**  
**11/1/2024 - 11/30/2024**

11/1/2024 - 11/30/2024

1/1/2024 - 11/30/2024

Accounts	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<b>Income</b>							
<u>Operating Income</u>							
6310 - Assessment Income	\$17,563.45	\$19,180.00	(\$1,616.55)	\$210,292.87	\$210,980.00	(\$687.13)	\$230,160.00
6315 - Working Capital	\$0.00	\$0.00	\$0.00	\$1,248.00	\$0.00	\$1,248.00	\$0.00
6340 - Late Fee Income	\$330.56	\$0.00	\$330.56	\$5,211.90	\$0.00	\$5,211.90	\$0.00
6350 - Legal Fees Reimbursement	\$0.00	\$0.00	\$0.00	\$1,665.00	\$0.00	\$1,665.00	\$0.00
6351 - ARS Collection Fees	\$0.00	\$0.00	\$0.00	\$546.32	\$0.00	\$546.32	\$0.00
6357 - NSF Check Fee	\$0.00	\$0.00	\$0.00	\$115.00	\$0.00	\$115.00	\$0.00
6370 - Owner Collection Costs	\$135.00	\$0.00	\$135.00	\$4,636.61	\$0.00	\$4,636.61	\$0.00
6375 - Violation/Fine Income	\$200.47	\$0.00	\$200.47	\$1,274.94	\$0.00	\$1,274.94	\$0.00
6510 - Transfer Fees	\$0.00	\$0.00	\$0.00	\$2,250.00	\$0.00	\$2,250.00	\$0.00
6910 - Interest Income	\$15.76	\$0.00	\$15.76	\$222.22	\$0.00	\$222.22	\$0.00
6990 - Reserve Income Allocation	(\$2,500.00)	(\$2,500.00)	\$0.00	(\$27,500.00)	(\$27,500.00)	\$0.00	(\$30,000.00)
<b>Total Operating Income</b>	<b>\$15,745.24</b>	<b>\$16,680.00</b>	<b>(\$934.76)</b>	<b>\$199,962.86</b>	<b>\$183,480.00</b>	<b>\$16,482.86</b>	<b>\$200,160.00</b>
<b>Total Income</b>	<b>\$15,745.24</b>	<b>\$16,680.00</b>	<b>(\$934.76)</b>	<b>\$199,962.86</b>	<b>\$183,480.00</b>	<b>\$16,482.86</b>	<b>\$200,160.00</b>
<b>Expense</b>							
<u>General &amp; Administrative</u>							
7015 - Web Hosting	\$40.00	\$0.00	(\$40.00)	\$952.45	\$1,450.00	\$497.55	\$1,450.00
7020 - Accounting Fees/Tax Prep	\$0.00	\$0.00	\$0.00	\$295.00	\$900.00	\$605.00	\$900.00
7140 - Audit/Compilation	\$0.00	\$0.00	\$0.00	\$595.00	\$565.00	(\$30.00)	\$565.00
7160 - Legal Fees	\$0.00	\$250.00	\$250.00	\$1,225.00	\$2,750.00	\$1,525.00	\$3,000.00
7161 - ARS Collection Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00
7165 - Collection Fees	\$380.00	\$550.00	\$170.00	\$6,410.00	\$6,050.00	(\$360.00)	\$6,600.00
7260 - Postage & Mail	\$224.50	\$275.00	\$50.50	\$4,629.34	\$3,025.00	(\$1,604.34)	\$3,300.00
7280 - Insurance	\$0.00	\$0.00	\$0.00	\$4,903.00	\$4,650.00	(\$253.00)	\$4,650.00
7296 - Enhanced Compliance	\$0.00	\$50.00	\$50.00	\$0.00	\$550.00	\$550.00	\$600.00
7357 - NSF Fee	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	(\$90.00)	\$0.00
7400 - Copies & Envelopes	\$20.25	\$160.00	\$139.75	\$1,243.04	\$1,840.00	\$596.96	\$2,000.00
7420 - Property Taxes	\$0.00	\$0.00	\$0.00	\$354.98	\$1,550.00	\$1,195.02	\$1,550.00
7430 - Income Tax	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	\$0.00	\$50.00
7450 - Other Taxes, Permits & Fees	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00
7455 - Mass Mailing	\$0.00	\$0.00	\$0.00	\$428.50	\$275.00	(\$153.50)	\$275.00
7460 - Meeting Expense	\$0.00	\$20.00	\$20.00	\$20.00	\$100.00	\$80.00	\$100.00
7470 - Social Expense	\$0.00	\$0.00	\$0.00	\$516.36	\$750.00	\$233.64	\$750.00
7890 - Misc. General Administrative	\$200.00	\$300.00	\$100.00	\$2,456.00	\$3,300.00	\$844.00	\$3,600.00
7895 - Billing Statements	\$513.90	\$500.00	(\$13.90)	\$6,639.90	\$5,500.00	(\$1,139.90)	\$6,000.00
<b>Total General &amp; Administrative</b>	<b>\$1,378.65</b>	<b>\$2,105.00</b>	<b>\$726.35</b>	<b>\$30,908.57</b>	<b>\$33,655.00</b>	<b>\$2,746.43</b>	<b>\$35,740.00</b>
<u>Site Improvement</u>							
8545 - Signage	\$0.00	\$0.00	\$0.00	\$1,013.06	\$0.00	(\$1,013.06)	\$0.00
<b>Total Site Improvement</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,013.06</b>	<b>\$0.00</b>	<b>(\$1,013.06)</b>	<b>\$0.00</b>
<u>Utilities</u>							
8910 - Electricity	\$145.98	\$140.00	(\$5.98)	\$1,597.91	\$1,551.00	(\$46.91)	\$1,691.00
8920 - Water & Sewer	\$347.02	\$2,500.00	\$2,152.98	\$8,367.62	\$12,900.00	\$4,532.38	\$14,700.00
<b>Total Utilities</b>	<b>\$493.00</b>	<b>\$2,640.00</b>	<b>\$2,147.00</b>	<b>\$9,965.53</b>	<b>\$14,451.00</b>	<b>\$4,485.47</b>	<b>\$16,391.00</b>

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**Income Statement - Operating**  
**11/1/2024 - 11/30/2024**

11/1/2024 - 11/30/2024

1/1/2024 - 11/30/2024

Accounts	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<u>Maintenance</u>							
9005 - Plants/Shrubs/Flowers	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00
9010 - Tree Maintenance	\$250.00	\$0.00	(\$250.00)	\$3,534.92	\$14,508.00	\$10,973.08	\$14,508.00
9015 - Sprinkler/Irrigation Repair	\$1,901.26	\$300.00	(\$1,601.26)	\$3,591.54	\$2,700.00	(\$891.54)	\$3,000.00
9020 - Grounds Maintenance	\$0.00	\$250.00	\$250.00	\$10.83	\$3,450.00	\$3,439.17	\$3,700.00
9026 - Overseeding	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
9029 - Pest Control	\$0.00	\$50.00	\$50.00	\$0.00	\$250.00	\$250.00	\$250.00
9040 - Storm Damage	\$0.00	\$0.00	\$0.00	\$900.00	\$2,000.00	\$1,100.00	\$2,000.00
9044 - Tree Removal	\$0.00	\$0.00	\$0.00	\$2,445.00	\$3,000.00	\$555.00	\$3,000.00
9110 - Gen. Maint. & Repair	\$0.00	\$0.00	\$0.00	\$469.96	\$0.00	(\$469.96)	\$0.00
9115 - Painting	\$0.00	\$0.00	\$0.00	\$0.00	\$741.00	\$741.00	\$741.00
9116 - Backflow Test	\$0.00	\$0.00	\$0.00	\$125.00	\$150.00	\$25.00	\$150.00
9145 - Fence/Wall Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00
9165 - Drywell Maintenance	\$0.00	\$0.00	\$0.00	\$2,750.00	\$0.00	(\$2,750.00)	\$0.00
9235 - Playground Repair/Maint.	\$0.00	\$0.00	\$0.00	\$340.00	\$5,000.00	\$4,660.00	\$5,000.00
<b>Total Maintenance</b>	<b>\$2,151.26</b>	<b>\$600.00</b>	<b>(\$1,551.26)</b>	<b>\$14,167.25</b>	<b>\$37,799.00</b>	<b>\$23,631.75</b>	<b>\$38,349.00</b>
<u>Contract Service Expense</u>							
7010 - Management Fees	\$1,591.00	\$1,591.00	\$0.00	\$17,501.00	\$17,501.00	\$0.00	\$19,092.00
9610 - Lawn Maint. & Landscaping	\$7,236.89	\$7,315.00	\$78.11	\$93,766.67	\$80,465.00	(\$13,301.67)	\$87,780.00
9750 - Pest Control/Extermination	\$0.00	\$180.00	\$180.00	\$2,275.00	\$1,980.00	(\$295.00)	\$2,160.00
9770 - Playground Maintenance	\$0.00	\$0.00	\$0.00	\$1,340.00	\$648.00	(\$692.00)	\$648.00
<b>Total Contract Service Expense</b>	<b>\$8,827.89</b>	<b>\$9,086.00</b>	<b>\$258.11</b>	<b>\$114,882.67</b>	<b>\$100,594.00</b>	<b>(\$14,288.67)</b>	<b>\$109,680.00</b>
<b>Total Expense</b>	<b>\$12,850.80</b>	<b>\$14,431.00</b>	<b>\$1,580.20</b>	<b>\$170,937.08</b>	<b>\$186,499.00</b>	<b>\$15,561.92</b>	<b>\$200,160.00</b>
<b>Operating Net Income</b>	<b>\$2,894.44</b>	<b>\$2,249.00</b>	<b>\$645.44</b>	<b>\$29,025.78</b>	<b>(\$3,019.00)</b>	<b>\$32,044.78</b>	<b>\$0.00</b>

**Greenway Parc at Surprise Two Community Association**  
**Income Statement - Reserve**  
**11/1/2024 - 11/30/2024**

Accounts	11/1/2024 - 11/30/2024			1/1/2024 - 11/30/2024			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Income</b>							
<u>Reserve Income</u>							
6911 - Reserve Interest	\$14.58	\$0.00	\$14.58	\$178.52	\$0.00	\$178.52	\$0.00
6925 - Reserve Contribution	\$2,500.00	\$0.00	\$2,500.00	\$27,500.00	\$0.00	\$27,500.00	\$0.00
<b>Total Reserve Income</b>	<b>\$2,514.58</b>	<b>\$0.00</b>	<b>\$2,514.58</b>	<b>\$27,678.52</b>	<b>\$0.00</b>	<b>\$27,678.52</b>	<b>\$0.00</b>
<b>Total Income</b>	<b>\$2,514.58</b>	<b>\$0.00</b>	<b>\$2,514.58</b>	<b>\$27,678.52</b>	<b>\$0.00</b>	<b>\$27,678.52</b>	<b>\$0.00</b>
<b>Expense</b>							
<b>Total Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Reserve Net Income</b>	<b>\$2,514.58</b>	<b>\$0.00</b>	<b>\$2,514.58</b>	<b>\$27,678.52</b>	<b>\$0.00</b>	<b>\$27,678.52</b>	<b>\$0.00</b>