

**Bluebonnet Highlands HOA**  
**2010 Cash Flow Budget to Actual**

Cash at January 1, 2010
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<b>2010</b> <b><u>Budget</u></b>	<b>2010</b> <b><u>Actuals</u></b>
35,327	35,327

<b>Cash Inflow</b>
Homeowner's Dues
Delinquent / Late Fees
Clubhouse Rental
Gate Card Fees

<b>Budget</b>	<b>Actuals</b>
\$ 308,000	\$ 333,004
600	2,261
4,100	6,250
2,500	640
<b>\$ 315,200</b>	<b>\$ 342,155</b>

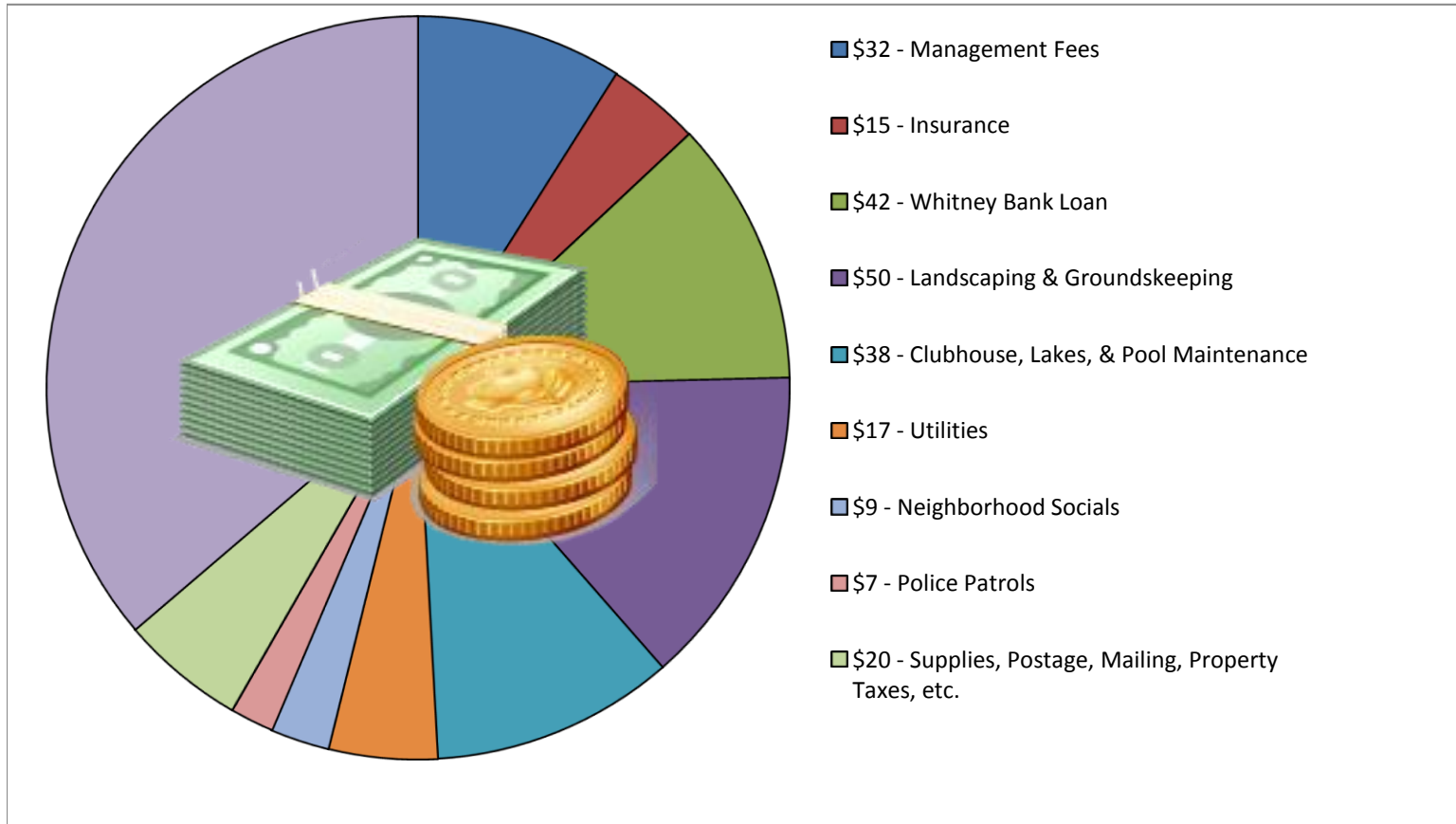
<b>Cash Outflow</b>
Attorney Fees
Bank / Paypal Fees
Insurance Expense
Interest Expense
Landscaping & Groundskeeping
Lien Filing Expenses
Management Fees
Mileage Reimbursement
Neighborhood Events
Office Supplies
Payroll Taxes
Principal payments on Whitney note
Homeowner Communications
Professional Fees (Accounting Audit, Website)
Property Taxes
Repairs & Maintenance - Clubhouse & Gate
Repairs & Maintenance - Lakes & Fountains
Repairs & Maintenance - Pool
Security
Telephone Expense
Utilities
<b>GENERAL RESERVE FUND</b>

<b>Budget</b>	<b>Actuals</b>
\$ 10,000	\$ 59
300	693
22,000	13,887
6,500	9,451
47,800	47,760
-	741
25,500	30,701
1,700	1,242
10,000	8,790
1,300	2,613
2,400	2,854
30,000	30,118
4,100	3,114
1,700	1,620
3,300	3,001
3,600	7,753
12,000	12,000
12,000	16,384
-	6,538
3,200	2,550
16,200	16,074
106,927	61,207
<b>\$ 320,527</b>	<b>\$ 279,150</b>

Cash at December 31, 2010
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30,000	98,332
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**Breakdown of how your 2010 HOA Fee of \$360 was used...**



Bluebonnet Highlands Homeowner's Association, Inc.  
Balance Sheet  
December 31, 2010

**ASSETS**

Cash	98,332
Recreational Center	400,177
Playground	24,824
Less: Accumulated Depreciation	<u>(119,550)</u>
	305,451
<b>Total Assets</b>	<b><u><u>403,783</u></u></b>

**LIABILITIES & EQUITY**

Payroll Taxes Payable	2,139
Notes Payable - Whitney Bank	148,917
Retained Earnings	173,901
Net Income	78,826
<b>Total Liabilities &amp; Equity</b>	<b><u><u>403,783</u></u></b>

# **Bluebonnet Highlands HOA**

## ***2010 Notable Expenditures***

### **Filing of liens**

\*Filed liens on all homes with delinquent balances of \$500 or more. The lien fees are charged to the homeowner and will be collected upon payment by homeowner.

### **Neighborhood Events**

\*During 2010, the Council implemented Snowball Days during summer, a Fall Fest, and a Christmas Party. All events were held at the Clubhouse and Homeowner involvement far exceeded expectations.

### **Whitney Loan**

\*The Whitney Bank loan principal outstanding at 12/31/09 was \$179,034. Principal payments during 2010 reduced the outstanding balance to \$148,917 at 12/31/10.

### **Constant Contact**

\*During 2010, the Council implemented use of "Constant Contact". This is an email program designed to keep homeowners informed of all HOA news via email. There are currently 1,080 registered email addresses.

### **Annual Accounting / Financials Audit**

\*Latuso & Johnson, CPA's were paid to perform an independent review of the 2009 HOA financial activity. There were no notable findings.

### **Police Patrols**

\*Effective May 2010, the Council hired a Baton Rouge Corporal to provide additional services to both Fairhill & Springlake. The Corporal increased his presence in the neighborhood, fined for traffic violations, and provided added personal inspection of homes of homeowners who informed the Council they were to be out of town.

### **Neighborhood Watch Program**

\*During 2010, a committee was formed to implement a Neighborhood Watch Program. Funds were allocated to this committee for purchase of signs, maps, etc.

### **Fencing along Bluebonnet**

\*500 ft of fencing was repaired along bluebonnet. Additionally, the fencing is currently being re-stained for consistency.

### **Pool Repairs / Resurfacing**

\*The large pool were completely repaired and resurfaced in March 2010. Additionally, 24 new pool chairs were purchased to replace those which were broken and add more seating.

## RECAP OF 2010

- Independent accounting audit of 2009 records revealed no significant findings
- Significantly enhanced e-mail communication with homeowners
- Implementation of several small, but notable, cost savings efforts
- Improvements to the website
- Formation of a Facebook page for HOA
- New formalized process for getting a gatecard with 2-3 day turnaround and home delivery
- Improved clubhouse rental process, lower pool rental fees
- Sheriff patrols (increased visibility, lower crime, home security checks, traffic control)
- Resurfaced large pool, new pool furniture
- Electrical system improvements at the clubhouse
- Purchased more tables and chairs for clubhouse rental use
- Fence repairs along Bluebonnet
- Increased reserve amount
- 93% collection rate on homeowners dues without using an attorney to keep costs low
- Purchased laptops and upgraded software for consistent file-keeping
- Better follow-up on violations resulting in less repeated violation reports
- Average sales prices of homes continues to hold steady and even risen slightly
- Christmas lights decorating competition with around 200 homes decorated
- Three weekends of “Snocone Days” during summer with over 200 served each weekend
- Fall Fest neighborhood event with estimated 300+ attendees
- Christmas Social neighborhood event with estimated over 500 attendees
- Welcoming committee led by homeowners who are realtors
- Neighborhood Watch Program
- Community Garden

# Bluebonnet Highlands HOA

## 2011 Cash Flow Budget

## 2011 Budget

Cash at January 1, 2011	78,926
<b>Cash Inflow</b>	<b>Budget</b>
Homeowner's Dues	\$ 321,700 (1)
Delinquent / Late Fees	2,300 *
Clubhouse Rental	6,300 *
Gate Card Fees	600 *
<b>Cash Inflow</b>	<b>\$ 330,900</b>
<b>Cash Outflow</b>	<b>Budget</b>
Attorney Fees	\$ 2,500 ***
Bank / Paypal Fees	800 **
Insurance Expense	15,300 **
Interest Expense	10,400 **
Landscaping & Groundskeeping	52,500 (2)
Lien Filing Expenses	800 **
Management Fees	33,800 **
Mileage Reimbursement	1,400 **
Neighborhood Events	12,200 (3)
Office Supplies	2,000 ***
Payroll Taxes	3,200 **
Principal payments on Whitney note	33,100 **
Printing, Postage, & Mailing	3,400 **
Professional Fees	1,800 **
Property Taxes	3,300 **
Repairs & Maintenance - Clubhouse & Gate	4,900 (4)
Repairs & Maintenance - Lakes & Fountains	52,000 (5)
Repairs & Maintenance - Pool	18,000 (6)
Security	22,500 (7)
Telephone Expense	2,800 **
Utilities	17,700 **
<b>General Reserve Fund</b>	65,000 (8)
<b>HOMEOWNER DIRECTED FUNDS</b>	20,426 (9)
<b>Total Cash Outflow</b>	<b>\$ 379,826</b>
Cash at December 31, 2011	30,000 (10)

\* prior year actuals.

\*\* prior year actuals (+ 10%).

\*\*\* estimated.

(1) 993 homeowners as of 1/1/11 X \$360 X 90% collection rate

(2) Green Up Lawn Care (\$3,980 X 12 months) + 10% increase.

(3) Prior year actual + 10% increase and an additional \$2,500 for potential Spring event.

(4) Waste Services (\$108 X 12 months) + Clubhouse Cleaning (\$250 X 12 months) + Storage Fees (\$50 x 12 months)

(5) Aquatic Solutions (\$1,000 X 12 months) + \$40,000 for fountain repairs/replacement (\$20K from 2010 reserve rollover, \$20K from 2011 budget).

(6) Vision Pools (average of \$1,500 X 12 months)

(7) Lofton Security (\$2,500 estimated) + Police security (\$20,000 estimated)

(8) This is an amount determined to hold as a reserve - this will go towards improvements, repairs, etc. that are not budgeted for.

(9) These are funds carried over from 2010 that the homeowners will vote on how to spend in 2011.

(10) The HOA attempts to maintain a minimum \$30,000 cash balance.

## Submitted Questions

### **How does the Council get homeowners' input on neighborhood issues?**

Currently there are a few ways for homeowners to bring issues to the Council. The HOA can be contacted via telephone (225.678.1505), via email ([bbhcouncil@hotmail.com](mailto:bbhcouncil@hotmail.com) for Council, [bbhrep@hotmail.com](mailto:bbhrep@hotmail.com) for HOA Rep, [bbhbilling@yahoo.com](mailto:bbhbilling@yahoo.com) for accounting), or through our Facebook page (Look for "Bluebonnet Highlands HOA"). In addition, homeowners may attend regularly-scheduled Council meetings. We strive for a 24-hour response time on all emails and phone calls received during regular business days.

### **How is voting conducted at meetings?**

Voting at Council meetings is typically conducted verbally, unless for special circumstances it is preferred to vote by secret ballot.

### **What impact has the security patrol had on the neighborhood?**

According to information publicly available from the East Baton Rouge Sheriff's Office, the crime statistics in our subdivision have decreased since the inception of an off-duty deputy patrol was established. We enjoy an increased police presence in our subdivision which is an obvious deterrent to crime. In addition, our security patrolmen offer their services to check on homes when the owner is away for an extended period of time. Traffic violations, including parking violations and stop sign running, have also decreased. In addition, the security patrols offer a much greater peace of mind to all our homeowners.

### **Lakes issues have been a concern. How will this be addressed in the coming year?**

The most common request regarding the lakes is fountains. The HOA does not own all of the fountains in our ponds; some were purchased by neighboring groups of homeowners. The 2010 Council has dedicated \$20,000, with a 2011 budgeted match of \$20,000 toward replacing fountains. Each fountain replaced carries a cost of approximately \$8,000 plus installation and wiring costs. The Council will work with a contractor who specializes in shallow pond fountains to select the most appropriate equipment to be installed. It is anticipated that \$40,000 will cover the installation of four new fountains. Each fountain has a life expectancy of 5-8 years, and those currently in our ponds are as old as 13 years.

### **What are plans for the cleared land on the southwest corner of Bluebonnet/Burbank?**

The land is privately owned by a developer. It is zoned for commercial development. As of now, the Council is not aware of any specific development plans. It's been rumored that a strip-mall-type development is likely, but to the HOA's knowledge no plans have been filed with the City for this property as of this time.

### **Will there be opportunities for volunteers who are not on the Council?**

There are always opportunities for homeowners to volunteer! Some of these opportunities include being a Block Captain for our Neighborhood Watch, assisting with the Community Garden, Helping with our neighborhood socials and events, joining the Welcoming Committee, and simply attending the Council meetings to engage and participate in all the various efforts taking place. If you have ideas on specific volunteer efforts you'd like to see, please share them with the Council!

### **Are there any plans for a connection to the park on Burbank through our neighborhood?**

During the construction of the park, this topic was discussed thoroughly between the HOA Council and the City (through our Metro Councilman). It was decided at the time that it was in the best interest of the neighborhood not to construct a direct connection to the park. Security, especially for the homes most near the park, was a great concern expressed by many. Therefore, as of now, there are no plans to connect our subdivision directly with the park on Burbank.