

**EXPENSES**

Revised 1/24

**INCOME**

CODE	CATEGORY	DEFINITION
1001	Maintenance Fee	Monthly Fees collected from owners as scheduled less designated portion moved to Reserves.
1002	Delinquency	Monthly Fees still owed at end of month due (or accumulative in Profit & Loss Statement).
1003	Sign Income	Annual money received from LAMAR sign company for billboard located at Ryegrass and Grand Chute Blvd.
1005	Checking/Savings Interest	Interest collected on the Association Checking/Savings accounts.
1006	CD Interest	Interest collected on CD's
1007	Special Assessments	Money collected should expenses require additional funding from owners.
1008	Misc Income	Any misc. income received. (Late Fees Collected, Fines, Penalties, etc.)

**EXPENSES**

CODE	CATEGORY	DEFINITION
2001	Exterior Building Maintenance	Cost of pest control treatments semi-annually, gutter cleaning, minor siding and downspout repairs, etc.
2002	Grounds Maintenance	Services/repairs for grounds such as mulch, trees trimming, tree treatments, spring and fall clean-up, shrub/tree replacement, lawn repairs, aeration, fertilization, etc.
2003	Insurance	Annual expense for association insurance as required by law for general liability.
2004	Lawn Maintenance	Lawn mowing, weed control as needed.
2005	Management Fees	Cost of a management company should services be required.
2006	Misc Expenses	Minor expenses other than those listed in another category.
2007	Office Supplies	Cost for postage, annual owner packet mailings, copy paper, envelopes, and supplies required for self-managing, etc.
2008	Pond Maintenance	Installation and removal of fountains annually and pond treatments for algae.
2009	Professional Fees	Cost for filing Annual Association Report (legally required), Annual Audits and any other consulting or legal fees.
2010	Rent	Expenses to rent storage space for association materials such as extra building materials, equipment and building supplies.
2011	Loan Expense	Interest expense should a loan be required.
2012	Repairs and Maintenance	Capital Improvements required to maintain the association such as drainage repairs or any other major expenses considered the responsibility of the association as a common element per the WCCOA documents.
2013	Snow Removal	Removal of snow (2" or more), salting of roads and driveways should it become necessary and removal/moving of snow in the case of extreme snow accumulation.
2014	Bad Debt	Money uncollectible and early withdrawal penalties.
2015	Taxes	Tax that may be owed by the association on property or goods.
2016	Income Tax	Income Tax that may be owed by the association annually.
2017	Utilities - Ponds	Electrical expense to operate fountains.
2018	Utilities - Street Lights	Electrical expense to operate street lights.
2019	Reserve Fees	Monies held monthly as Reserve Fees from Monthly Maintenance Fees.

**NOTE:** Capital Expenses are those items of improvement or maintenance exceeding \$10,000. Improvements are completed only if funds are available. Maintenance items may require a Special Assessment if the item is a necessary repair.