



HMCA - 2022 with 7.142% (375.00) Increase | Highland Manor HOA | FY2021

Prepared By: Highland Manor Community Association, Inc.
12030 Heather Drive
Hagerstown, MD 21740

As of 11/8/2021

Account	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	FY 2021
Income													
Association Assessment Income	11,750.00	11,750.00	11,750.00	0.00	0.00	0.00	11,750.00	11,750.00	11,750.00	0.00	0.00	0.00	\$70,500.00
Total for Income	11,750.00	11,750.00	11,750.00	0.00	0.00	0.00	11,750.00	11,750.00	11,750.00	0.00	0.00	0.00	\$70,500.00
Expenses													
Advertising	0.00	0.00	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	\$30.00
Capital Improvements Funding	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	\$1,000.00
Community Events - Other	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	\$750.00
Contract Labor													
Contract Mowing Of Common Grounds	0.00	0.00	1,150.00	1,150.00	1,150.00	1,150.00	1,150.00	1,725.00	1,150.00	1,150.00	0.00	0.00	\$9,775.00
Contract Mulching of Common Grounds	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$3,000.00
Contract Snow Removal	1,450.00	1,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	350.00	\$3,300.00
Contract Tree Trimming	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$500.00
Contract Weed Spraying and Brush Control	0.00	0.00	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	\$3,000.00
Subtotal for Contract Labor	1,450.00	1,400.00	1,150.00	4,650.00	1,150.00	4,150.00	1,150.00	1,725.00	1,150.00	1,150.00	100.00	350.00	\$19,575.00
Insurance	1,210.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,210.00
Legal and Professional Fees													
1099 Preparation and Transmittal	0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$60.00
Legal and Professional Fees - Other	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$300.00
Process Server Court Papers	160.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$160.00
Tax Preparations	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,250.00
Subtotal for Legal and Professional Fees	1,710.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,770.00
Postage and Delivery - Other	116.00	0.00	58.00	0.00	0.00	0.00	116.00	116.00	0.00	0.00	0.00	0.00	\$406.00
Prepaid Dues in Bank(minus from Income)	5,075.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$5,075.27
Improvements	0.00	0.00	0.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	0.00	0.00	\$1,400.00
Reserve Account Funding	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	\$1,000.00
Software	270.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	\$2,140.00
Supplies - Other	25.00	25.00	0.00	25.00	25.00	0.00	25.00	25.00	0.00	25.00	25.00	0.00	\$200.00
Utilities													
Cleaning of Porta-John	0.00	0.00	55.00	0.00	0.00	55.00	0.00	0.00	0.00	55.00	0.00	0.00	\$165.00
Electric For Office	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	\$480.00
Electric for Street Lights	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	\$180.00
Garbage Pickup	2,797.40	2,797.40	2,797.40	2,797.40	2,797.40	2,797.40	2,797.40	2,797.40	2,797.40	2,797.40	2,797.40	2,797.40	\$33,568.80



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Office Internet	79.00	79.00	79.00	79.00	79.00	79.00	79.00	79.00	79.00	79.00	79.00	79.00	\$948.00
Office Telephone	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	\$252.00
Subtotal for Utilities	2,952.40	2,952.40	3,007.40	2,952.40	2,952.40	3,007.40	2,952.40	2,952.40	2,952.40	3,007.40	2,952.40	2,952.40	\$35,593.80
Total for Expenses	12,808.67	4,547.40	4,695.40	8,997.40	4,497.40	7,527.40	4,643.40	6,188.40	4,972.40	4,552.40	3,247.40	3,472.40	\$70,150.07
Net Operating Income	-1,058.67	7,202.60	7,054.60	-8,997.40	-4,497.40	-7,527.40	7,106.60	5,561.60	6,777.60	-4,552.40	-3,247.40	-3,472.40	\$349.93
Non-operating Income													
Late Fee Income	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$300.00
Transfer/Resale Packet	1,050.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,050.00
Total for Non-operating Income	1,350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,350.00
Non-operating Expenses													
Total for Non-operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Net Non-operating Income	1,350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,350.00
Net Income	291.33	7,202.60	7,054.60	-8,997.40	-4,497.40	-7,527.40	7,106.60	5,561.60	6,777.60	-4,552.40	-3,247.40	-3,472.40	\$1,699.93