

## **Park Lake Villas, Inc.**

**(A Condominium Association)**

November 1, 2013

Dear Association Member:

In this packet you will find a copy of the proposed 2013 budget for Park Lake Villas, Inc. The Board is proposing an increase of \$5 in the monthly assessment this year to \$345.00 per month.

As an Association, we have been very fortunate that of the sixty units, only two are being pursued by the attorneys for collection. One is a foreclosure and the other a personal bankruptcy. We do have several other units, however, that from time to time are behind in their assessments. The Association is pursuing collection of these assessments as part of our fiduciary duty. While the loss of the assessments makes it more difficult to pay for operating expenses, we are currently in good financial shape during this difficult economy.

The operating budget is decreasing \$9 and the replacement fund budget increasing \$14. On the operating side we have trimmed the expenses in order to keep the increase to a reasonable level. The driver for the decrease is the reduction of the budget for building repairs from \$20,000 to \$10,000. On the replacement fund side, increases in the roof reserve are partially offset by reductions in the deferred maintenance reserve. The other increases relate to replenishing the termite reserve and paving expenses.

We have kept the operating budget for roofing repairs at \$20,000. We hope that this will be adequate. We spent approximately \$50,000 this year on roofing repairs out of available funds. The good news is that we were in good financial shape and were able to cover these expenses without a special assessment, although \$10,000 was out of the replacement fund and that amount will have to catch up over the remaining life of the roofs. As the roofs continue to age, the costs of upkeep are unknown. The board will continue to monitor the situation and continue to fund the replacement reserve for a complete replacement in the next 8-10 years and to work with a roofing contractor to remedy any additional leaks as owners report them.

Last year we discovered rodent infestation in several buildings. Some of the repairs were done in 2012, and the rest were done in 2013. Also in 2013 we painted the pool deck.

Florida Statutes require that condominiums present a fully funded reserve budget. Continuing to fund for the future insures that we can keep Park Lake Villas an attractive and desirable community. In 2014, we will conduct the bi-annual dryer vent cleaning. We will also be updating our reserve study to make sure that we are reserving adequately to cover the cost of major repairs and replacements from the budgeted funds. There are no other anticipated major repairs or replacements scheduled for next year. As our buildings age, we will continue to anticipate future needs so that we can be assured that our homes and our largest investments do not deteriorate structurally and continue to be safe and attractive.

These improvements will be made out of funds that have been accumulated in the replacement fund to the extent that funds are available.

**Important reminder** - If you experience a one-time difficulty paying your assessments, please notify the Association through our management company, Greystone. If you have on-going issues paying your assessments and need a payment plan to bring your account current, please submit a request to the Association's Board. If you keep your payment plan current, no other collection activity will be pursued. If we do not hear from you, by law we need to turn the account over to our attorney to pursue collections. By notifying the Association, you may save yourself the attorney's fees that will be added to the unpaid assessments, accrued interest and late fees.

The board will be voting on the proposed budget at the **November 19<sup>th</sup>** board meeting. The meeting will be held at Greystone's office on **1001 N Lake Destiny Drive, Suite 125, Maitland, FL at 6:30 PM.**

While this will be a Board meeting, it is open, as always, to all condominium owners. Owners with specific questions or concerns about the proposed budget will be given 2 minutes each to address the Board.

Best Regards,

Patricia Cassidy Tykowski, CPA Treasurer,  
Park Lake Villas, Inc.

Barbara Nelen, President  
Park Lake Villas, Inc.