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**SOUTHAMPTON AT SALEM SPRINGS  
CONDOMINIUM ASSOCIATION**

**MANAGEMENT REPORT**

October 2015

**Financials:**

The September financial statements are included in this board packet along with the Managers Financial Reports.

The income in September is less than projected due to non-payment of assessments.

The September general and administrative expenses are greater than the amount budgeted due to legal expenses and office expenses.

The utilities expense are less than budgeted in the month. In the month of September the water bills, sewer expense, and telephone expense were not paid due to the bills not being due.

The maintenance expenses are over budget in the month of September because the landscape contract for Debbie's Landscaping was paid. In September, the maintenance expenses were over budget due to roofing, sign expense, Building and grounds expenditures and the pool was paid for 2 installments.

The replacement reserve amounts were not paid because there was not enough cash in the operating account (see balance sheet)

Year to date, the Association has \$29,379.79 of negative net income.

**Annual Assessments & Delinquency Reports:**

The delinquency report is included in your Board packet, and was printed as of September 30, 2015. Please remember that the delinquency report is confidential, if discussion of this report is necessary, it must be done in Executive Session. There is a total of 5 delinquent accounts. These accounts are from the September association fee due.

Due to the timing of the Board Package, the remittance report for September 2015 is unavailable.

**Bids and Proposals:**

Management has prepared the following bids and proposals for the Board's consideration:

<b>Vendor</b>	<b>Date Received</b>	<b>Amount</b>
Reserve Advisors	09/14/2015	2950.00
Miller Dodson	09/16/2015	2800.00
DLM Architects	09/11/2015	4318.00

**Property Inspections:**

Management makes regular inspections of the exterior of the buildings and the grounds to ensure the grounds are clean and orderly and that all needed repairs to Common Elements are being addressed.

**Maintenance:**

The following are maintenance items in the Association that Management has addressed or is planning to address.

**Landscaping:**

Maxwell's Landscaping is waiting for a substantial amount of rain to assess the current drains and whether or not they are working properly. His next assessment is due on 10/5/2015.

Debbie Hunt has been paid for all services rendered. The reflection is noted in the Maintenance section of the budget.

**Lighting:**

All the light poles seem to be in good working condition.

**Parking Lot/Streets:**

All streets are in good order.

**Pond:**

Solitude Lake Management was contacted regarding the greenery around the pond and the two drains. A proposal was requested to clean out the drains.

**Pool:**

Per Pool Etc., the furniture for the pool has been stored but the water will not be turned off until the winterization of the pool is complete.

**Curbs/Sidewalks:**

Conrad Brothers completed the sinkhole project. Waiting to receive invoice.

**Roofs:**

One proposal for the Pyramid Roofing was signed and forwarded for repairs for 4312 Salem Springs Way. On Saturday, October 3, repairs were completed for a roof leak at 4317 Salem Springs Way.