



Burke Centre Conservancy

Cluster Budget Review

FY2023 Budget

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Agenda

- Budget Schedule
- Assessments
 - Direction of General Assessment
 - Cluster Assessment requirements
- Next Steps
- Questions

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Contents of Handout

- Budget Schedule
- Copy of these slides
- August 31, 2022 Cluster Balances

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The Quarterly Assessment

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Parts of the Assessment

- General Assessment – paid by all owners
 - Conservancy Operations – 75%
 - Conservancy Capital Reserve – 25%
 - Other Assessments – Paid by fewer owners
 - Trash
 - Cluster Landscape Service
 - Cluster Capital Reserve – cluster specific
 - Cluster Discretionary
 - Snow Plowing
- Cluster Assessment

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The Current Suggested
General Assessment is
\$157.00 per quarter

This number is subject to change however it
represents the best estimates to date.

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Factors effecting the General Assessment

- Increase in funding of Conservancy Capital Reserve by \$15,841 which represents approximately \$0.68 per Quarter.
- Increases in operating expenses for trash, landscape, pool and insurance due to normal annual increases and rising inflationary costs.

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Total Assessment =

General Assessment

+

Cluster Assessments

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Cluster Assessments

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Cluster Maximum

- Initial amount defined in the governing documents
- Allowed to increase by 5% or CPI percentage change which ever is greater.
- For August 2022 the Bureau of Labor Statistics reported an increase of 8.3%, therefore 8.3% will be used

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Trash

- Split between Single Family and Town Homes
- Trash assessments will have a substantial increase in 2023
- SF increase \$9.03 per quarter (11.7%) from 2022
- TH increase \$6.75 per quarter (11.6%) from 2022

Note: The trash rates include fuel surcharges and landfill fee increases. Trash assessments are adjusted by prior and current years actual and projected rates.

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Landscape Services

- Primarily Town Homes – few Single Family
- Spread based on square footage of common ground
- For 2023 the price may change. The budget assumption is for a 5% increase for 2023.

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TREES

- Conservancy Tree Policy Revised
- Tree Surveys completed in many clusters
- Impact on Clusters
 - Clusters may need to increase contribution to discretionary to accommodate potential 2023 and beyond tree work
- **Copies of Full Tree Survey's available on CD upon Request**

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Cluster Reserve Status

- Required by Virginia Property Owner Association Act updated every 5 years
- Reflects need to bank funds for large repairs on cluster common area such as roads, sidewalks, curbs, etc.
- **Reserve plans were updated in 2020 and may reflect new rates FY 2023 and beyond. Plans are available on the Conservancy Website.**

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Snow Plowing

- Process:
 - Drivers Log time in and time out for each cluster
unless extreme snow falls
 - Area plowed is approximately 12 foot ingress/egress area for the length of street
 - Finance summarizes time and calculates charge at charge back rate of \$45 per hour including overhead
 - **In extreme snow, cost is prorated by linear feet.**
 - Journal entry posted to ledger by cluster and offset to Conservancy salaries/benefits
 - Dollar amount between cluster funds and Conservancy operating funds settled periodically but no later than year end.

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Snow Plowing

- Clusters decide prudent contribution for 2023.
- Keep previous slide on process in mind when looking at 2023 contribution.

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Discretionary Contribution

- Optional by cluster
- Determined by cluster committee
- Used for:
 - Mailbox replacement
 - Streetlight purchase and electricity
 - Volitional Cluster common area tree removal and replacement
 - Cluster events
 - Tree work per tree survey

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Next Steps

- Receive instructions from Conservancy – mailed at the end of September
- Cluster representatives meet to discuss budget and options
- Neighborhood Trustee reviews for clusters with no representatives
- Determine value of Discretionary
- Provide input with budget submission to Conservancy staff

SUBMISSION DEADLINE
October 28, 2022

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QUESTIONS