

	2017 Budget 1.5%	2017 Actuals	2018 Budget 2%	2018 Actuals
INCOME				
Economic housing charge	\$727,020.57	\$731,422.00	\$741,560.98	\$730,106.00
Office rental income	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00
Member service charges	\$500.00	\$350.00	\$500.00	\$550.00
Application fees, misc	\$100.00	\$240.00	\$100.00	\$350.00
Interest income-operating	\$5,000.00	\$7,126.00	\$5,000.00	\$6,160.00
Common shares interest	\$500.00	\$322.00	\$500.00	\$337.00
Federal capital cont'n	\$6,184.00	\$6,184.00	\$6,184.00	\$6,184.00
TOTAL INCOME	\$740,604.57	\$746,944.00	\$755,144.98	\$744,987.00
OPERATING EXPENSES				
Total property expenses	\$357,704.00	\$360,262.00	\$363,304.00	\$309,541.00
Total building expenses	\$88,118.75	\$68,734.00	\$96,325.00	\$66,870.00
Total ground expenses	\$61,300.00	\$54,542.00	\$61,600.00	\$65,501.00
Total admin expenses	\$161,172.00	\$120,114.00	\$164,524.00	\$169,526.00
TOTAL OPERATING EXPENSES	\$668,294.75	\$603,652.00	\$685,753.00	\$611,438.00
NET INCOME (LOSS)				
Retained earnings - operating	n/a	\$ 453,190.00	n/a	\$ 281,421.00
Net income (loss) from operations	n/a	n/a	n/a	\$ 171,769.00
Plus: reserve allocation adjustment	n/a	n/a	n/a	n/a
Less: transfer to unit fund	n/a	n/a	n/a	n/a
Less: transfer to replacement reserve	n/a	n/a	n/a	n/a
Retained earnings - closing	n/a	n/a	n/a	n/a
TOTAL CAPITAL EXPENSES			\$ 144,722.00	\$ 66,104.00
Replacement reserve - opening	\$ 167,421.00	\$ 179,126.00	n/a	n/a
Plus: Interest income	\$ 8,000.00	\$ 8,687.00	n/a	n/a
Less: expenses	\$ 8,000.00	\$ 8,687.00	n/a	n/a
Plus: transfer from operations				
Replacement reserve - closing			\$ 187,010.00	\$ 198,726.00
Unit fund - opening				
Less: expenses				
Plus: transfer from operations				
Unit fund - closing				

Sprinkler maintenance	\$ 800.00	\$ 288.00	\$ 800.00	\$ 236.00	\$ 800.00	\$ 373.00	\$ 500.00	\$ 500.00		\$ 500.00		\$ 500.00			
Supplies (mulch, etc)	\$ 600.00	\$ 889.00	\$ 900.00	\$ 1,797.00	\$ 2,000.00	\$ 359.00	\$ 2,000.00	\$ 2,000.00		\$ 2,060.00		\$ 2,122.00			
Integrated pest mgmt	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 1,092.00	\$ 2,500.00	\$ 8.00	\$ 2,500.00	\$ 2,500.00		\$ 2,500.00		\$ 2,500.00			
Contingency	\$ 2,000.00	\$ 1,379.00	\$ 2,000.00	\$ 3,167.00	\$ 3,000.00	\$ 1,470.00	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00		\$ 3,000.00			
Tree replacement				\$ -		\$ -	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00		\$ 3,000.00			
Fences, gates, garbage encl.	\$ 2,000.00	\$ 940.00	\$ 1,500.00	\$ 130.00	\$ 500.00	\$ 2,706.00	\$ 500.00	\$ 500.00		\$ 500.00		\$ 500.00			
Total grounds expenses	\$ 61,400.00	\$ 35,892.00	\$ 61,300.00	\$ 54,542.00	\$ 61,600.00	\$ 65,501.00	\$ 67,900.00	\$ 67,900.00		\$ 68,146.00		\$ 68,400.00			
Administration expenses															
Audit	\$ 6,000.00	\$ 6,185.00	\$ 6,200.00	\$ 6,685.00	\$ 6,700.00	\$ 6,884.00	\$ 6,900.00	\$ 6,900.00		\$ 6,900.00		\$ 6,900.00			
Bank charges	\$ 300.00	\$ 315.00	\$ 516.00	\$ 421.00	\$ 516.00	\$ 567.00	\$ 550.00	\$ 550.00		\$ 550.00		\$ 550.00			
Board expenses	\$ 500.00	\$ 312.00	\$ 1,300.00	\$ 828.00	\$ 1,300.00	\$ 1,075.00	\$ 1,300.00	\$ 1,300.00		\$ 1,300.00		\$ 1,300.00			
Bookkeeper	\$ 4,000.00	\$ 4,159.00	\$ 4,200.00	\$ 4,477.00	\$ 4,500.00	\$ 4,629.00	\$ 4,500.00	\$ 4,500.00		\$ 4,500.00		\$ 4,500.00			
Childcare - co-op & committee	\$ 200.00	\$ 60.00	\$ 200.00	\$ 100.00	\$ 200.00	\$ 70.00	\$ 200.00	\$ 200.00		\$ 200.00		\$ 200.00			
Co-op meetings - room rent	\$ 350.00	\$ 160.00	\$ 350.00	\$ 293.00	\$ 500.00	\$ 511.00	\$ 600.00	\$ 600.00		\$ 600.00		\$ 600.00			
Conference CHF	\$ 3,000.00	\$ 2,706.00	\$ 6,000.00	\$ -	\$ 4,500.00	\$ 4,144.00	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00		\$ 5,000.00			
Donations	\$ 300.00	\$ -	\$ 300.00	\$ 300.00	\$ 660.00	\$ 660.00	\$ 660.00	\$ 660.00		\$ 660.00		\$ 660.00			
Education committee	\$ 700.00	\$ 718.00	\$ 700.00	\$ 451.00	\$ 650.00	\$ 220.00	\$ 600.00	\$ 600.00	requested by Committee						
Finance committee	\$ 200.00	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -		\$ -		\$ -			
Legal & mediation	\$ 2,500.00	\$ 123.00	\$ 2,500.00	\$ 165.00	\$ 2,500.00	\$ 19,039.00	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00		\$ 3,000.00			
SACHA Property Management	\$ 85,000.00	\$ 87,201.00	\$ 85,000.00	\$ 84,372.00	\$ 85,000.00	\$ 84,298.00	\$ 85,000.00	\$ 85,000.00		\$ 85,000.00		\$ 85,000.00			
Member Involvement Committee	\$ 800.00	\$ 154.00	\$ 300.00	\$ 345.00	\$ 400.00	\$ 94.00	\$ 300.00	\$ 300.00	requested by Committee	\$ 300.00	requested by Committee	\$ 300.00	requested by Committee		
Member Selection Committee	\$ 350.00	\$ 81.00	\$ 350.00	\$ 149.00	\$ 250.00	\$ 86.00	\$ 250.00	\$ 250.00	requested by Committee	\$ 250.00		\$ 250.00			
Memberships - SACHA & CHF	\$ 7,000.00	\$ 6,472.00	\$ 7,000.00	\$ 6,666.00	\$ 7,000.00	\$ 6,740.00	\$ 7,000.00	\$ 7,000.00	SACHA dues \$3564.00 CHF dues \$6894.56	\$ 7,200.00		\$ 7,400.00			
Membership HSCA			\$ 1,020.00	\$ 1,020.00	\$ 1,200.00	\$ 1,155.00	\$ 1,331.10	\$ 1,331.10		\$ 1,400.00		\$ 1,500.00			
Communications Committee	\$ 590.00	\$ 320.00	\$ 476.00	\$ 564.00	\$ 360.00	\$ 365.00	\$ 351.00	\$ 351.00		\$ 356.00		\$ 373.00			
Office electricity	\$ 500.00	\$ 583.00	\$ 600.00	\$ 625.00	\$ 600.00	\$ 645.00	\$ 650.00	\$ 650.00		\$ 650.00		\$ 650.00			
Office equip. service (Shaw/TELUS)	\$ 2,500.00	\$ 1,529.00	\$ 2,000.00	\$ 1,394.00	\$ 1,500.00	\$ 1,361.00	\$ 1,500.00	\$ 1,500.00		\$ 1,500.00		\$ 1,500.00			
Office rent	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	fixed amount	\$ 1,300.00	fixed amount	\$ 1,300.00	fixed amount		
Office supplies	\$ 4,000.00	\$ 5,242.00	\$ 4,500.00	\$ 4,858.00	\$ 5,000.00	\$ 3,356.00	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00		\$ 5,000.00			
Planning & Development Committee	\$ 35,000.00	\$ 27,642.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 26,101.00	\$ 30,000.00	\$ 30,000.00		\$ 30,000.00		\$ 30,000.00			
Privacy Officer	\$ 200.00	\$ 232.00	\$ 200.00	\$ -	\$ 100.00	\$ -	\$ 200.00	\$ 200.00		\$ 200.00		\$ 200.00			
Social committee	\$ 4,610.00	\$ 3,513.00	\$ 4,610.00	\$ 4,082.00	\$ 5,238.00	\$ 4,756.00	\$ 5,500.00	\$ 5,500.00	requested by Cmtee	\$ 5,500.00	requested by Cmtee	\$ 5,500.00	requested by Cmtee		
WCB	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	Fixed amount	\$ 200.00	Fixed amount	\$ 200.00	Fixed amount		
Workshops SACHA	\$ 750.00	\$ 777.00	\$ 1,350.00	\$ 819.00	\$ 1,350.00	\$ 1,270.00	\$ 1,500.00	\$ 1,500.00		\$ 1,500.00		\$ 1,500.00			
Total admin expenses	\$ 160,850.00	\$ 149,984.00	\$ 161,172.00	\$ 120,114.00	\$ 161,524.00	\$ 169,526.00	\$ 163,392.10	\$ 163,392.10		\$ 163,066.00		\$ 163,383.00			
TOTAL OPERATING EXPENSES	\$ 667,349.00	\$ 597,185.00	\$ 668,294.75	\$ 603,652.00	\$ 682,753.00	\$ 611,438.00	\$ 662,566.85	\$ 662,566.85		\$ 509,205.75		\$ 520,241.75			
Buildings Capital expenses															
Full bathroom renovations	\$ 24,000.00	\$ 20,899.00	\$ 15,000.00	\$ 11,698.00	\$ 18,000.00	\$ 18,206.00	\$ 18,000.00	\$ 18,000.00	3 bathrooms approx. \$6000 each	\$ 18,000.00	3 renovations	\$ 18,000.00	3 renovations		
Bathroom vanity replacement	\$ 2,000.00	\$ 1,394.00	\$ 1,125.00	\$ 959.00	\$ 1,500.00	\$ 1,385.00	\$ 1,500.00	\$ 1,500.00	3 vanities @\$500 each	\$ 1,500.00	3 vanities @\$500 each	\$ 1,500.00	3 vanities @\$500 each		
Full kitchen renovation	\$ 44,000.00	\$ 23,311.00	\$ 22,000.00	\$ 24,905.00	\$ 39,000.00	\$ 23,350.00	\$ 14,000.00	\$ 14,000.00	increase approx. 2.65%	\$ 15,000.00	increase approx. 2.65%	\$ 16,000.00	increase approx. 2.65%		
Toilet replacements	\$ 2,000.00	\$ 556.00	\$ 1,680.00	\$ 2,226.00	\$ 2,300.00	\$ 1,243.00	\$ 1,200.00	\$ 1,200.00	2 toilets	\$ 1,500.00	2 toilets	\$ 2,000.00	2 toilets		

Stoves	\$ 1,200.00	\$ -	\$ 1,200.00	\$ 2,639.00	\$ 2,640.00	\$ -	\$ 2,700.00	\$ 2,700.00	\$900 each x3	\$ 3,000.00	3 stoves	\$ 3,300.00	3 stoves
Fridges	\$ 1,400.00	\$ -	\$ 1,400.00	\$ 1,245.00	\$ 1,400.00	\$ 1,042.00	\$ 1,800.00	\$ 1,800.00	\$900 each x 2	\$ 2,000.00	2 fridges	\$ 2,200.00	2 fridges
Building Envelope (Siding/stucco/windows)	\$ 15,000.00	\$ 4,229.00	\$ 4,500.00	\$ -	\$ 4,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	2 bad walls by playgrou	\$ 20,000.00		\$ 20,000.00	
Washer/dryer sets for 1-bedrooms	\$ 2,300.00	\$ 3,499.00	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 2,595.00	\$ 2,000.00	\$ 2,000.00	\$2000 each x 1	\$ 2,000.00	1 washer/dryer set	\$ 2,000.00	1 washer/dryer
Hot water tank replacements	\$ 7,500.00	\$ 4,149.00	\$ 4,173.75	\$ 7,873.00	\$ 25,381.65	\$ 3,668.00	\$ 6,000.00	\$ 6,000.00	\$1200 each x 5	\$ 9,800.00	7 tanks x \$1400 each	\$ 16,000.00	10 tanks x 1600 each
Furnace replacements	\$ 37,400.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 12,000.00	\$ 12,000.00		\$ 24,000.00		\$ 36,000.00	
Flooring	\$ 40,000.00	\$ 26,405.00	\$ 21,000.00	\$ 13,016.00	\$ 27,000.00	\$ 20,830.00	\$ 27,000.00	\$ 27,000.00	3 based on \$9000 each	\$ 28,000.00	3 floors	\$ 29,000.00	3 floors
Direct add to replacement reserves					\$ 10,000.00	\$ (6,215.00)							
Total capital expenses	\$ 176,800.00	\$ 84,442.00	\$ 75,578.75	\$ 64,561.00	\$ 144,721.65	\$ 66,104.00	\$ 106,200.00	\$ 106,200.00		\$ 124,800.00		\$ 146,000.00	
Total income (from line 11)	\$ 729,860.42	\$ 727,822.00	\$ 740,604.57	\$ 746,944.00	\$ 755,144.98	\$ 744,987.00	\$ 777,655.83	\$ 792,487.05		\$ 13,848.00		\$ 13,848.00	
Total operating expenses (from line 94)	\$ 667,349.00	\$ 597,185.00	\$ 668,294.75	\$ 603,652.00	\$ 682,753.00	\$ 611,438.00	\$ 662,566.85	\$ 662,566.85		\$ 509,205.75		\$ 520,241.75	
Subtotal (income - operating)	\$ 62,511.42	\$ 130,637.00	\$ 72,309.82	\$ 143,292.00	\$ 72,391.98	\$ 133,549.00	\$ 115,088.98	\$ 129,920.20		-\$ 495,357.75		\$ (506,393.75)	
Total capital expenses (from line 111)	\$ 176,800.00	\$ 84,442.00	\$ 75,578.75	\$ 64,561.00	\$ 144,721.65	\$ 66,104.00	\$ 106,200.00	\$ 106,200.00		\$ 124,800.00		\$ 146,000.00	
Money to take out of Replacement Reserves	\$ (114,288.58)	\$ 46,195.00	\$ (3,268.93)	\$ 78,731.00	\$ (72,329.67)	\$ 67,445.00	\$ 8,888.98	\$ 23,720.20		-\$ 620,157.75		\$ (652,393.75)	
Replacement reserve-opening	\$ 21,926.00	\$ 21,926.00	\$ 235,000.00	\$ 235,000.00		\$ 179,126.00	\$ 198,726.00	\$ 198,726.00					
Replacement reserve-closing	\$ 9,274.00	\$ 105,952.00	\$ 167,421.00	\$ 179,126.00		\$ 198,726.00							
Unit fund - opening	\$ 56,610.00	\$ 53,466.00	\$ 56,610.00	\$ 43,382.00		\$ 41,762.00	\$ 37,943.00	\$ 37,943.00					
Unit fund - closing	\$ 56,610.00	\$ 43,781.00	\$ 56,610.00	\$ 41,762.00		\$ 37,943.00							







A large empty grid table with 20 columns and 30 rows, typical of a ledger or account book. The grid consists of thin, light-colored lines forming a series of small squares. There are no entries or markings within the grid.

A large grid of graph paper with 18 columns and 28 rows. The grid is composed of thin gray lines forming a continuous pattern of small squares across the page.

SUNNYHILL HOUSING COOPERATIVE - 2018 BUDGET NOTES			
Economic housing charge: the base rate from which the amount of money collected			
It is voted upon annually by the members and is determined by the			
Housing charge: not in the budget. This is the amount of money collected from a			
Each member's economic housing charge is adjusted by surcharge			
on their annual income. The difference between the money collected			
charge is accounted for in a Subsidy/Surcharge account. The balance			
between all the housing surcharges that get paid minus all the housing			
The housing charge is calculated in May and comes into effect in June			
Office rental income: this amount is offset by office rental expense.			
Member service charges: fees charged to members who are late in paying their			
Application fees: fees paid by perspective members who wish to be on the co-op's			
General interest: the amount of money earned from the co-op's operating account			
Federal capital contributions: The CMHC reduces the co-op's mortgage principal			
as long as the co-op adheres to the CMHC's operating agreement.			
is being deferred over 50 years at \$6,184 per year.			
City lease: the co-op is built on land leased from the City of Calgary. The co-op makes			
monthly interest payments towards the lease. The co-op also decides to			
land lease reserve account to help pay off the principal of the lease			
transferred each year.			
<u>Property expenses</u>			
Amortization and depreciation: yearly expensing of the co-op's assets such as buildings			
There is no cash outlay; these figures give an approximation on how much			
used up in the year.			
Bad debts: amounts owed by members to the co-op and not paid or collectible.			
CMHC mortgage: the co-op has a mortgage with the Canada Mortgage and Housing			
Installments of \$21,170 are due monthly and include interest of 10%			
The Federal Government pays \$3,954 interest per month which is a			
towards the interest and reduces the co-op's monthly payment to \$17,216			
The lease expires on Feb. 1, 2039.			
Electricity, water, sewage, waste removal, vacant unit utilities: public lighting in the			
Property taxes: City of Calgary taxes			
Land lease interest and amortization: the co-op pre-paid a portion of the City of Calgary			
The interest \$7,361 and the lease \$5,664 reflects the yearly expenses			

Building expenses: expenses to maintain buildings.			
Grounds expenses: expenses to maintain grounds.			
63078			
This account and cash fund was established in accordance with the Corporation (CMHC) operating agreement. This fund is to retain securities to fully fund capital items such as furnaces, roofs. This fund of at least \$90,000 per year and must never go below \$235,000. This			
Unit fund: this fund allocates money to each unit for minor repairs and upkeep .			
SUNNYHILL HOUSING COOPERATIVE - Description of accounts			
<u>Administration expenses</u>			
Audit fees: the co-op is legally required to have an annual audit of its accounting records by an independent auditor. Each year, members vote to stay with the current auditor or to change.			
Bank charges: service charges from the bank.			
Insurance: to cover co-op property and Board liability.			
Maintenance Co-ordinator expense: co-op's office/maintenance co-ordinator.			
Membership dues: co-op's membership fees in Southern Alberta Co-operative Housing Association (SACHA) and Canadian Housing Federation (CHF).			
Office equipment service: to service the office copier, telephone, fax, and computer.			
Committee expenses: the amount calculated by each co-op committee to be spent on committee expenses.			
Net income(loss): calculated by subtracting total expenses from total income. The amount is added to or subtracted(loss) to retained earnings which are a cumulative amount of income or loss. From this amount, transfers to the replacement reserve are made.			
Share redemption: the co-op shares increase in value according to the consumer price index. The amount represents the cost paid out to members selling their shares.			
The co-op's fiscal year is January 1 to December 31.			

Communications Committee Budget 2019				
Expenses				
Printing	5 copies * 10 pages (average) * \$0.075 * 12 Months		\$45	
Website Hosting	Squarespace.com		\$210	
Member Section Security	Sentry Login (\$8/month * 12 months)		\$96	
		Total	\$351	
Communications Committee Budget 2020				
2020				
Expenses				
Printing	5 copies * 10 pages (average) * \$0.075 * 12 Months		\$45	
Website Hosting	Squarespace.com		\$215	
Member Section Security	Sentry Login (\$8/month * 12 months)		\$96	
		Total	\$356	
Communications Committee Budget 2021				
2021				
Expenses				
Printing	5 copies * 10 pages (average) * \$0.075 * 12 Months		\$45	
Website Hosting	Squarespace.com		\$220	
Member Section Security	Sentry Login (\$8/month * 12 months)		\$108	
		Total	\$373	

\$30,000 requested for each 2019, 2020, 2020				
Applications				
fees				
legal				
technical studies				
potential leverage reasons				

2019, 2020 & 2021 Social budget request		
Month	Activity & Associated Expenses	Costs
January	Skating Party <i>(hot chocolate, snacks)</i>	\$50
	Valentine Making Pot Luck <i>(supplies, hall rental, food)</i>	\$250
March	St. Patrick's Day Pub Night <i>(food & drinks @ curling club)</i>	\$200
April	Spring Fling Pot Luck <i>(hall rental, food)</i>	\$650
May	Bowling <i>(73.50 an hour + 15\$ insurance, food)</i>	\$250
June	Fire Pit <i>(wood, snacks)</i>	\$40
July	Stampede Breakfast <i>(food)</i>	\$200
August	Coop Birthday Party <i>(food, bouncy castle, entertainment)</i>	\$500
September	Fire Pit Night <i>(wood, snacks)</i>	\$40
October	Halloween Party <i>(food, supplies)</i>	\$75
November	Board Games <i>(food, drinks)</i>	\$75
December	Holiday Dinner at the Curling Club <i>(food & drinks @ curling club)</i>	\$2,500
Ongoing	Tea/ Coffee GM meetings <i>(4 meetings x \$60 each=\$240)</i>	\$240
Ongoing	Permanent Supplies <i>(outdoor heater, pop up tent etc.)</i>	\$430
	Total	\$5,500

	EDUCATION BUDGET REQUEST			
\$600 ask:				
	<ul style="list-style-type: none"> • Approximately \$200 for one PMO - room • \$150 for speaker - 1 • \$250 more radon test kits if or 			
Ie. we could have \$250 or more unspent at the end of				

Grounds Budget request	2019		2020		2021
Snow removal/landscaping	\$ 50,000		50,000		50,000
Spring cleaning junk removal	\$ 1,200	2x	1236	2x	1273
Playground maintenance	\$ 200		200		200
Tree pruning	\$ 5,000		5150		5305
Sprinkler maintenance	\$ 500		500		500
Supplies (mulch, weed matting, etc)	\$ 2,000		2060		2122
Integrated pest management	\$ 2,500		2500		2500
Contingency	\$ 3,000		3000		3000
Fences, gates, garbage encl.	\$ 500		500		500
tree replacement	\$ 3,000		3000		3000
	\$ 67,900		68,146		68,400

MEMBER SELECTION BUDGET REQUEST				
\$250 for each year is requested for credit checks				
Credit cheques are \$21.00 each				
Average of 4 credit cheques done each time there is a mov				

Member Involvement Committee 2019 Budget

Social Committee has taken on the Member Involvement Committee responsibilities of welcoming new members. Expenses required for 2019 are outline below.

	2019	2020	2021
Activity & Associated Expenses	Costs	Costs	Costs
Welcoming New Members			
<i>(\$30 Safeway Gift Card, Flowers or similar and Card)</i>	\$200	\$200	\$200
5 new members a year x \$40 =\$200			
Other Business			
(meetings, collaboration between committees etc.)	\$100	\$100	\$100
Total	\$300	\$300	\$300