



508 ARIZONA BILTMORE ESTATES VILLAGE ASSOCIATION
BUDGET REPORT
 10/31/2024

ACCT. DESC.	ACCT. #	2024 BUDGET	2025 BUDGET
I N C O M E			
ASSESSMENT INCOME	4000	585,000	585,000
APARTMENT DUES	4000AL	3,640	3,640
NEIGHBORHOOD ASSESSMENTS	4000D2	5,500	5,835
COMMERCIAL DUES	4001	62,475	62,472
TRANSFER FEE	4004	22,799	10,596
INTEREST INCOME	4030	1,600	0
LATE FEE INCOME	4070	7,500	5,000
CABLE/INTERNET REVENUE	4341	0	44,000
REBILL FEE	4950	0	5,000
GENERAL RESERVE TRANSFER	6010	(162,862)	(115,483)
TOTAL INCOME		----- 525,652	----- 606,060
E X P E N S E S			
A D M I N I S T R A T I V E			
MANAGEMENT FEE	5000	83,170	42,039
OFFICE RENT	5000R	22,703	25,202
PAYROLL BURDEN/BENEFITS	5007A	0	6,630
PAYROLL EXPENSE	5007P	0	17,166
REBILL FEE EXPENSE	5009A	0	5,000
LEGAL EXPENSE	5010	20,000	3,000
AUDIT/TAX PREPARATION	5030	4,500	5,000
BANK CHARGES & CC FEES	5037	0	420
WEBSITE	5039	0	4,800
NEWSLETTER	5046	13,980	13,992
OFFICE EXPENSES	5048	198	890
OFFICE EQUIPT REPAIRS/SUPPLIES	50481	1,000	0
OFFICE EQUIPMENT	5048ES	0	295
OFFICE SUPPLIES	5048S	0	931
PRINTING	5052	210	0
MEETING EXPENSE	5055	225	0
ANNUAL MEETING EXPENSE	5058	7,650	3,858
POSTAGE	5059	222	0
VIOLATION NOTICES	5059V	0	50
PROPERTY TAXES	5070	57	10
PERMITS/LICENSE/FEES	5075	10	650
MEMBERSHIP EXPENSE/FEES	5079	1,215	1,385
CORPORATE TAXES	5080	14,675	18,000
BAD DEBT EXPENSE	5088	0	500
INSURANCE	5090	47,500	55,443
STORAGE	5096	1,087	1,285
CONTINGENCY EXPENSE	5099C	0	12,000
TOTAL ADMINISTRATIVE		----- 218,402	----- 218,546
U T I L I T I E S			
WATER/SEWER	5100	14,500	12,573
ELECTRIC	5120	6,660	7,140
TELEPHONE/INTERNET	5151CC	4,350	4,530
TOTAL UTILITIES		----- 25,510	----- 24,243



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LANDSCAPING			
LANDSCAPE CONTRACT	5200	37,360	27,360
SPRINKLER REPAIR	5219	1,760	3,000
SIGNS	5263	200	850
TOTAL LANDSCAPE		39,320	31,210
GATES			
SECURITY SERVICE	5505	222,000	294,598
SECURITY SUPPLIES	5506	1,575	40
COMPUTER SERVICES	5542	1,420	0
STREET SWEEPING	5545	12,625	13,338
STREET LIGHTS	5547	800	2,400
TOTAL GATES		238,420	310,376
COMMON AREA			
STREET MAINTENANCE	5560	1,500	4,000
COMMON AREA MAINTENANCE/REPAIRS	5800	2,500	17,685
TOTAL COMMON AREA		4,000	21,685
TOTAL OPERATING EXPENSES		525,652	606,060
OPERATING FUND SURPLUS/(DEFICIT)		0	0



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RESERVE FUND			
INCOME			
TRANSFER FROM OPERATING	7010	<u>162,862</u>	<u>115,483</u>
TOTAL RESERVE INCOME		<u>162,862</u>	<u>115,483</u>
EXPENDITURES			
TOTAL RESERVE EXPENDITURES		<u>0</u>	<u>0</u>
RESERVE FUND SURPLUS/(DEFICIT)		<u>162,862</u>	<u>115,483</u>

Payment Options for Assessments

Type	Description	How to Sign Up	Cost
ClickPay	ClickPay is an online payment service that allows you to pay your assessments with either an e-check or a major credit card. You may pay your assessments on a one-time occurrence or set up a recurring arrangement (Autopay).	<p>Go to login.clickpay.com/firstservice and click on Register at the top right to create your profile. For assistance or to pay by phone, call ClickPay at 888.354.0135.</p> <p>**PLEASE NOTE: When scheduling your auto-payments, please ensure your payment withdrawal dates are ON or AFTER the 1st of each BILLING CYCLE. Your payment(s) will not post to your account if you do not follow this setup criteria.</p>	<p><u>AUTOPAY/RECURRING:</u> e-Check(checking/Savings account): FREE Debit Card: \$3.00 for every \$100.00 (maximum fee of \$9.95); Credit Card: 3% of the amount charged. <u>ONE-TIME PAYMENTS VIA WEBSITE:</u> e-Check (checking/savings account): \$3.00 Debit Card: \$3.00 for every \$100.00 (maximum fee of \$9.95) Credit Card: 3% of the amount charged (whichever is greater) <u>ONE-TIME PAYMENTS VIA TELEPHONE:</u> e-Check (checking/savings account): \$3.00 + \$6.95 (phone fee) Debit Card: \$3.00 for every \$100.00 (maximum fee of \$9.95) + \$6.95 (phone fee) Credit Card: 3% of the amount charged (whichever is greater) + \$6.95 (phone fee)</p>
Bill Pay	Bill Pay is an online banking service that is offered by most banks. Your checking or saving account of your choice will be debited. You may pay your assessments on a one-time occurrence or set up a recurring arrangement	<p>Go to your bank's website and follow instructions or call your bank for assistance. Remember to include your Association Name, your 12-digit account number, and the lockbox address:</p> <p style="text-align: center;">PO Box 30339 Tampa, FL 33630-3339</p>	Typically Free
Mail	ClickPay has a lockbox collection point for FirstService Residential Arizona: PO Box 30339 Tampa, FL 33630-3339	Nothing Required. Just tear off the remittance portion of the monthly statement and mail.	Stamp
Drop Off	<p>You may drive to any of our four offices during the hours of 8:00am to 5:00pm, Monday - Friday:</p> <p>9000 E. Pima Center Pkwy, Suite 300 Scottsdale, AZ 85258</p> <p>161 E. Rivulon Blvd, Suite 105 Gilbert, AZ 85297</p> <p>7616 N La Cholla Blvd Tucson, AZ 85741</p>	<p>Nothing Required. Just tear off the remittance portion of the statement and drop off. Please make your check payable to your Association.</p> <p>**Please note: Cash, Money Orders, debit or credit cards are not accepted at our locations.</p>	Free



Why should I switch to **E-STATEMENTS?**

- ▶ 24/7/365 account access
- ▶ Get your statement faster
- ▶ Reduce carbon footprint
- ▶ Reduce risk of paper-based fraud

Sign Up Today

▶ **CREATE YOUR ACCOUNT.**

Go to <https://estatements.welcomelink.com/arizona> and click "Register Here."

▶ **SET UP YOUR PASSWORD AND SECURITY QUESTION.**

You are required to set up both. The security question will be used to reset your password in the future.

▶ **VERIFY YOUR EMAIL ADDRESS.**

You **MUST** click the link in the verification email to begin receiving electronic statements.

▶ **VIEW YOUR STATEMENTS.**

Simply click the month and year that correlates with the statement you would like to view.

**SCAN
TO GET
STARTED**



Need Help? Contact 855.325.2016
or team@welcomelink.com





FirstService
RESIDENTIAL

Manage & Pay Your Charges & Assessments Online

We provide a convenient and secure way for you to manage and make payments online through **ClickPay**. Get started by following the instructions listed below.

Step 1

Creating Your Profile

Visit login.clickpay.com/firstservice, click **Register**, and then create your online profile.

? Account Already Exists?

If you receive a message stating that an account already exists, you have already been pre-registered within ClickPay. Click the link within the activation email sent to you or simply request a password reset link to gain you access to your existing profile.

Step 2

Connecting Your Property

Enter the FirstService Residential account number found on your statement or coupon and the Last Name listed on the property agreement.

? Last Name Entered Not Working?

Try the co-owner last name or if a business, the full name of the business associated with your unit.

! Direct-Debit Users

If you're looking to gain access to your existing automatic ACH Direct-Debit profile transition to ClickPay, you will be required to verify your banking details associated with this payment schedule.

Step 3

Make a One-Time Payment

From the home screen, confirm your payment amount and then click **Continue**.

! Adding a Payment Option

*When setting up one-time or scheduled payments, you will be required to select a new or existing payment option, including e-check (ACH) for **FREE** or credit and debit card for a nominal fee.*



Step 4

Set Up Scheduled Payments

From the home screen, click **Auto Pay** and then select your payment option, payment frequency and amount.

? Full Amount

*Select this option if you want to pay **ALL** charges on your account automatically including assessment charges, special assessments and one-time fees. You may be provided with the option to set a maximum as well.*

? Fixed Amount

*Select this option if you want to pay a **FIXED** amount of the total due. Any amount due above the fixed amount will not be paid automatically and you will need to submit a separate, one-time payment for any overage.*

! *Please ensure your payments are scheduled to run no more than 2-3 days prior to your payment being due as your balance may not be available to pull through ClickPay until on or after this date.*

****When scheduling your auto-payments, please ensure your payment withdrawal dates are ON or AFTER the 1st of each Billing Cycle. Your payment(s) will not post to your account if you do not follow this setup criteria.****

Need Additional Help? Visit www.ClickPay.com/GetHelp or call 1.888.354.0135 (option 1).