



Tiziana Marquez <tizi@cmgcam.com>

2026 Budget Recommendations – Budget Prep Meeting Summary

22 messages

Meghann Bookout <meghann@cmgcam.com>

Thu, Jul 31, 2025 at 9:53 AM

To: Patty Swain <patty@cmgcam.com>, Tiziana Marquez <tizi@cmgcam.com>

Good morning Patty and Tizi,

Please see below for the updates to the 2026 Budget Recommendations, as discussed during Monday's and Wednesday's meetings. Let me know if you have any questions or need clarification on any of the items.

Thank you -

Emerald Woods

- Management Fee (MTD) increased to \$500.00 from \$275.00. Budget will need to be updated.
- Pending proposal from Earl Bacon for Insurance Renewal Rate (2025–2026).

Stadium View

- Office Admin budget increased to \$800.00 from \$600.00.
- Plumbing Repair budget decreased to \$1,000.00 from \$1,500.00.
- Kyle to re-code R&R Inspection & Repair to General Maintenance Repairs.
- Smackdown will charge \$170.00 (increased from \$160.00); budget remains unchanged.

Richmond Place

- Accounting/Tax budget increased to \$550.00 from \$500.00.
- New bid expected for Termite Bond.
- General Maintenance Supplies budget increased to \$700.00 from \$600.00.
- Grounds Maintenance (Smackdown) MTD increased to \$450.00 from \$375.00.
- Kyle to re-code electric repairs to General Contract Repairs.

Carroll Commons

- Pressure Washing budget decreased to \$1,200.00 from \$2,000.00.
- General Maintenance Supplies budget increased to \$100.00 from \$0.00.

Timbers

- Remove Income line items: Bank Interest Income and Receivables Interest Income.
- Office & Admin Expenses increased to \$3,000.00 from \$1,800.00.
- Fire & Sprinkler Repair: Kyle to re-code to General Contract Repairs.
- Professional Fees/Reserve Studies increased to \$1,200.00 from \$0.00.
- Accounting/Income Tax Prep increased to \$5,200.00 from \$5,000.00.
- Pool Maintenance decreased to \$40,000.00 from \$46,000.00.
- Pool Repair increased to \$5,000.00 from \$0.00.

- Pressure Washing decreased to \$25,000.00 from \$30,000.00.
- Fence Repairs increased to \$500.00 from \$0.00.
- Security Camera Maintenance increased to \$5,482.56 from \$0.00.
- Termite Bond: Get updated rate from vendor.
- Grounds Maintenance increased to \$60,000.00 from \$57,600.00.
- Tree Removal & Maintenance increased to \$6,000.00 from \$3,600.00.
- Electrical Repairs: Kyle to re-code to General Contract Repairs.
- Group/Life budget increased to \$1,100.00 from \$0.00.
- Property Insurance budget decreased to \$23,000.00 from \$26,000.00.

Midtown Place

- Remove Income line item: Laundry Income.
- Office & Admin Expenses increased to \$1,350.00 from \$1,200.00.
- Janitorial Cleaning: Kyle to move May 29 invoice to June 1.
- Accounting/Income Tax Prep increased to \$560.00 from \$0.00.
- Pool Maintenance: Confirm if a new rate applies.
- Gutter Cleaning & Maintenance: Rename line to “Gutter & Pressure Washing.” Increase budget to \$7,200.00 to include 1x extra spring cleaning and late summer/fall services.
- Pest Control Contract: Get renewal rate.
- Grounds Maintenance: To increase, pending Smackdown renewal.
- General Contract Repairs increased to \$7,200.00 from \$6,200.00.
- Plumbing Repairs increased to \$3,000.00 from \$2,400.00.
- Pet Waste Maintenance: Confirm if there is a new rate.
- Garbage & Recycling increased to \$2,000.00 from \$1,500.00.
- Licenses & Taxes increased to \$500.00 from \$442.00.
- Group/Life budget increased to \$50.00 from \$0.00.

Glenview Place

- Office & Admin budget decreased to \$250.00 from \$480.00.
- Maintenance Payroll increased to \$500.00 from \$0.00.
- Remove line items: Pine straw & Plantings and Holding Pond (now included in Grounds contract).
- Irrigation Repairs increased to \$1,000.00 from \$0.00.
- General Maintenance Supplies increased to \$200.00 from \$0.00.
- Grounds Maintenance remains at \$1,440.00 (no increase).
- General Contract Repairs & Maintenance increased to \$50.00 from \$0.00.
- Plumbing Repairs increased to \$500.00 from \$0.00.
- Gas budget increased to \$1,000.00 from \$840.00.

- Irrigation Water increased to \$5,900.00 from \$5,400.00.
- Licenses & Taxes increased to \$130.00 from \$0.00.
- Payroll Taxes increased to \$60.00 from \$0.00.
- Workers' Comp increased to \$25.00 from \$0.00.
- Inquire with Wayne for weed and fertilization quote.

TTHOA

- Bank Interest Income: Kyle to inquire.
- Office & Admin Expenses increased to \$1,200.00 from \$912.84 (Cadence Bank fees not previously budgeted).
- Pressure Washing increased to \$6,000.00 from \$5,150.00. Includes annual pressure wash with gutter cleaning (Aug/Sept) and 1x spring cleaning.
- General Maintenance Supplies increased to \$1,500.00 from \$1,200.00.
- Grounds Maintenance: Pending Smackdown renewal. *Budget shows \$1,000.00/month, but vendor charges \$900.00.*
- General Contract Repairs & Maintenance increased to \$3,000.00 from \$392.47.
- Plumbing Repairs decreased to \$800.00 from \$1,800.00.
- Garbage & Recycling increased to \$2,500.00 from \$1,200.00.
- Licenses & Taxes increased to \$635.00 from \$221.25.

CCOA

- To be sent in a separate email.



Meghann Bookout

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8 attachments

- Emerald Woods 2026 Budget Recommendations (2).xlsx**
15K
- Stadium View 2026 Budget Recommendations.xlsx**
15K
- Richmond Place 2026 Budget Recommendations.xlsx**
14K
- Carroll Commons 2026 Budget Recommendations.xlsx**
13K
- Timbers 2026 Budget Recommendations.xlsx**
16K
- Midtown Place 2026 Budget Recommendations.xlsx**
16K
- Glenview Place 2026 Budget Recommendations.xlsx**
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