

## What does my Assessment fee cover?

The governing documents for your Association will give you a better idea of where your assessment fee goes, but in general most, if not all, of the following are included:

- ❖ Landscaping
  - Mowing, shrub trimming, flowers (optional), fertilization
- ❖ Snow Removal
  - Plowing, salting, shoveling
- ❖ Insurance
  - Building – to cover the cost of a re-build to the community should a loss occur
  - Directors & Officers Liability – covers the directors for claims against them while they carry out their fiduciary duty to the Association
  - Fidelity Bond – Covers cash theft against the Association – generally includes the Association’s property manager (if Association is not self-managed). Amount should be no less than 3 months’ fees and the amount currently in the Reserve Account.
  - General Liability
- ❖ Trash Removal
  - City provided – not included in condo fee but paid by your taxes.
  - Association hired – included in the condominium fee.
- ❖ Recycling
  - City provided – not included in condo fee but paid by your taxes
  - Association hired – included in the condominium fee.
- ❖ Pool – where applicable
- ❖ Clubhouse – where applicable
- ❖ Water – Common expense shared by all owners. In some cases, each unit is separately metered and is billed directly to the unit owner.
- ❖ Management Fee
- ❖ Legal Accounting – Annual Tax Return and audit (when requested)
- ❖ Administrative – Secretarial, postage, copies made
- ❖ Repair maintenance – Monies to repair Association-maintained items. This may include – roofs, siding, mailboxes (unless USPS owned), concrete, spigots
- ❖ Security – where applicable
- ❖ Signage
- ❖ Collection

- ❖ Bad Debt – Associations may include this as an expense if the community has a high delinquency.
- ❖ Capital Reserve Transfer – To have funds available for capital replacements.
- ❖ Capital Reserve Budget – To establish costs associated with capital expenses – such as roof replacement, roadway work, fencing, trees.
- ❖ Reserve Study – This is a report completed by an engineer to assess the capital items in the community (roofs, roadways, pool, etc.). The report includes an estimated useful life of these items and an estimated cost for replacement in the year in which the useful life ends. It also presents 3 different funding alternatives for the Association to plan for the future replacement of the Association-maintained items.
- ❖ Common Area Utilities
  - Gas – Clubhouse, where applicable, pool heater
  - Electric – Clubhouse, where applicable, street lighting