



Homeowners Association
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www.surfsideonline.org

July 18, 2020

MEMO TO: Board of Trustees
Tom Reber, General Manager
Heidi Larson, Bookkeeper

FROM: Rudd Turner, Trustee and Treasurer

SUBJECT: 2021 SHOA Budget Development.

The schedule for subject budget development is given below. It includes meetings of the Budget Committee and Board of Trustees, and Budget submittals. Treasurer will coordinate with SHOA Trustees, staff, and Committee Chairs to develop the 2021 Budget according to this schedule. Request that Trustees work with their respective Committees to prepare budget requests.

July Business Office sends letter request to Trustees, Committee Chairs, and staff for 2021 budget submittals. Deadline: Wednesday August 19.

Sat Aug 15, 9 am. Board Meeting. Approve Budget Committee members.

Wed Aug 26, 10 am – noon. Budget Committee Meeting # 1. Review first cut 2021 budget.

Wed September 9, 10 am – noon. Budget Committee Meeting # 2. Continue budget review.

Sat Sep 19, 9 am. Board Meeting. Treasurer reports on budget status. Trustees approve 2021 staff wages and benefits in Executive Session.

Wed Sep 23, 10 am – noon. Budget Committee Meeting # 3. Budget review with approved staff wages included. Prepare draft final 2021 Budget for Board action.

Wed October 7, 10 am – noon. Budget Committee Meeting # 4 (if needed).

Sat Oct 17, 9 am. Board Meeting. Trustees vote on adopting 2021 Budget and send for member vote.

Sat November 21, 9 am. Special Member Meeting to approve the 2021 Budget and elect Trustees.