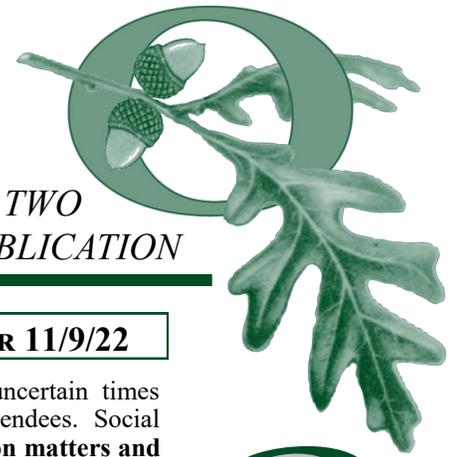


SEPTEMBER TWO THOUSAND TWENTY TWO  
A TREE TOPS RESORT HOMEOWNERS PUBLICATION



O  
A  
K  
  
T  
R  
E  
E  
  
T  
I  
M  
E  
S

**COVID-19 UPDATE: 2022 HOMEOWNER MEETING SCHEDULED FOR 11/9/22**

As always, the safety of homeowners, guests and staff is our first priority. Due to uncertain times surrounding Covid-19, the Homeowners meeting will be restricted to a limited number of attendees. Social distancing and all CDC and local government safety measures will be in place. **Your opinion matters and is very important so we urge you to use the ballot enclosed to exercise your vote in lieu of attending in person.** Please watch the Treetops Facebook page for any further announcements or cancellations.

**RESORT MANAGER'S UPDATE**

Autumn in the Smokies is such a beautiful time of year. Set against the backdrop of mountains painted with brilliant fall color, there's no better place to be! It's my favorite time of year and I always look forward to the amazing kaleidoscope of color!

Cooler temperatures and lavish decorations set the tone in downtown Gatlinburg to kick off the annual Smoky Mountain Harvest Festival. There are lots of fun things to do, such as craft shows, special events and great food. Be sure to check with our activities staff to see what fun events may be happening in the area or at the resort during your visit.

As the end of the year draws near, our refurbishment plans are nearing completion as well. To date, building 9 received new carpet, tile, and lighting throughout the units. The fencing was replaced around Building 9 pool. The interior of the units in building 4 received a nice face lift and the exterior of the building was repainted. Most of the sofas and loveseats have been resurfaced in building 4. Because the repair is a time-consuming process and having limited access to the units, it has taken the contractor longer to complete than expected. We anticipate all repairs to be finished by the end of the year. I hope you take notice of these improvements during your next visit.

Our annual planning for our 2023 refurbishment projects is well underway. We continue to look for ways to improve and upgrade the resort. I will provide you with a full update on these plans in the spring newsletter.

We look forward to welcoming you home and providing you with the best vacation experience possible!

Karrie Mantooth  
General Manager

**CONTACT INFORMATION**

**Front Desk / Check-in Office**

Phone: 865.436.6559  
Fax: 865.436.6196  
Email:  
tffrontdesk@treemontresorts.com

**Rentals**

Phone: 865.436.6559

**Flex Week Reservations**

Phone: 865.430.4237  
Email:  
ttrreservations@treemontresorts.com

**Karrie Newsome,  
General Manager**

Phone: 865.436.6559  
Email:  
knewsome@treemontresorts.com

**Activities**

Phone: 865.436.6559  
Fax: 865.286.2198  
Email:  
treetopsactivities@hotmail.com

**RCI Weeks:** 800.338.7777  
**RCI Points:** 877.968.7476  
**II:** 800.828.8200

**Administrative Offices  
Maintenance Fees, Deeding, and  
Ownership Changes**

Phone: 865.428.6039 ext 227 or 226  
Fax: 865.428.8930  
Email:

chooker@treemontresorts.com



290 Sherman Clabo Rd  
Gatlinburg, TN 37738

## *Activities Department Update*

We are looking forward to the next few months! Fall and winter bring so many events, unique decorations, and excitement that it is always a great time to visit. With several new attractions and many new restaurants opening in the area this year, you will have plenty to keep you busy.

There have been a few small changes in the way many of the area shows offer their discounted tickets. Some attractions no longer allow 3rd party bookings and are giving out coupons or online codes for discounts. We can still help you with coupons, codes or tickets for those that offer them. For the best possible arrangements, please check with our staff during your stay. Attraction coupons and tickets are available from activities or the front desk.

As always, keep in mind that we have lots of fun things to do without having to leave the property. Be sure to check your activities schedule for resort events, games, crafts, and other fun stuff we have to offer on property. We also offer a variety of board games, DVD rentals, putters, billiard table, and shuffleboard equipment in the clubhouse. Don't want to go out and deal with the crowds? We offer three amazing evenings of free entertainment with Bill Young, Bill Eastin and Patty Waszak. It's the perfect time to hang out with family and friends or maybe even make a few new ones!

You know we value your opinions and ideas so please, don't hesitate to reach out to us with any questions and/or ideas you may have! We look forward to seeing you soon!

## **RESORT POLICY REMINDERS**

***Flex Week Reservations***– It is not necessary to *prepay* your dues in order to schedule a flex week unless you are depositing the week with an exchange company. However, if you are a flex owner, have a 2023 week reserved, and do not pay your 2023 maintenance fee in full by February 1, 2023 your reservation will be cancelled. Once you have paid your dues in full, you will be permitted to re-schedule your flex week, subject to inventory availability.

***Prepaying Maintenance Fees***- At any time during the year, you may prepay your maintenance fee in full or by making monthly payments for any amount you wish. You may pay at the current year's assessment and, if there is an increase, you will be billed for the difference in December. Please make your check payable to Tree Tops Resort Condominium Association and note your contract number and the year you are prepaying on your check. Mail your check to the Maintenance Fee Department at Tree Tops Resort Administrative Offices, P. O. Box 4960, Sevierville TN 37864-4960.

***Credit Cards***– We accept Visa, Mastercard and Discover. Please note that you will be assessed a \$5.00 convenience fee for each unit/week when paying your maintenance fee by telephone or mail with a credit card. If your credit card is declined three times, you will be assessed an additional \$25.00 service fee.

***Returned Checks***- You will be assessed a \$25.00 return check fee if your check is returned to us for any reason.

***Exchanging Your Week / RCI Points***- If you are depositing your week with an exchange company or borrowing RCI Points, you are required to pay the maintenance fee in advance for the year you are exchanging or borrowing.

***Parking***- There is a two vehicle per unit limit. In order for all guests to have adequate parking, we are unable to accommodate campers, RV's, or trailers. The resort has very limited parking and must enforce this policy.

***Smoking***- All units at the resort are smoke free. Smoking is only permitted outdoors and in open air common areas. Violators will be fined \$200.

***Check-in***- All owners, owner guests, and exchanges will be required to show ID upon arrival at the resort. If you are sending a guest to use your unit, we require written notice from the owner(s). If you are unable to provide written notice prior to check-in, please send the reservation confirmation with your guest with the necessary information filled out.

***No Pets Allowed***- No pets are allowed on premises or in units. Violators will be fined \$500 and required to remove the pet from the premises.

***Maximum Occupancy***- Six persons for a two bedroom and four persons for a one bedroom, regardless of age.

***Reservation Fees***- All rental reservations require a seven day cancellation notice in order to receive a refund. There is a \$15.00 charge for cancelling or changing a rental reservation. Changes to flex week reservations require a \$25.00 change fee.

***Vacation Calendars***- Just a reminder to always verify your arrival dates with a vacation calendar, as arrival dates change from year to year. If you need a calendar, you may print one from our website, [www.treemontresorts.com](http://www.treemontresorts.com). You will find the calendar link on the "Owner Information" page. You may also contact the Reservation or Check-in Office and request that one be mailed to you.

***Early Arrivals***- If you will be having a guest arrive before you to check into your unit, please call the registration office and give them your guest's name. In order to protect our owners, we will not allow any unauthorized guest to check into your unit. If we already have your guest's name, this will make the check in process a better experience for everyone.

***Owner Guests***- When sending multiple guests to use your unit, please mark on your confirmation if the unit needs to be cleaned between visits and which party is responsible for paying the cleaning fee. If you do not wish to have the unit cleaned between occupants, please note this on your confirmation as well.

***Rental Agreements***- When submitting a rental agreement, all parties on the deed or contract must sign the rental agreement. Your unit will not be placed on the rental program without all signatures. Please allow us time to receive the rental agreement and then call to verify that we did receive it and that all information is correct. Rental Agreements can be printed from our website, [www.treemontresorts.com](http://www.treemontresorts.com)

***For Sale By Owner Listing***– The minimum price that your unit may be listed for at [treemontresorts.com](http://treemontresorts.com) is \$2500, actual purchase price to be decided by seller. Listings expire 2 years after the date they are posted.

***Maintenance Fee Billing***– Maintenance fee invoices are mailed following the Homeowners Meeting, in late November, as a courtesy. Maintenance fees are due January 1st of each year and become delinquent on February 1st.

***We hope these reminders will help you to help us maintain Tree Tops Resort as a special vacation destination.***

# SLATE FOR BOARD OF DIRECTORS TREE TOPS RESORT CONDOMINIUM ASSOCIATION

## **GORDON ANDERSON**

Mr. Anderson and his wife, Deloris, have been Tree Tops homeowners since 1986. In addition to their Tree Tops ownership, they own timeshares in Las Vegas and San Diego. He continues to have a personal interest in being a voice for Tree Tops homeowners in protecting the value and integrity of the resort.

Mr. Anderson earned his Masters Degree from Alabama A&M University and his BS in Vocational Education from Auburn University. His work experience began as a teacher of building trades and home improvement contracting. He retired from TVA after 20 years of managing training programs for construction and maintenance trades and served four years as a Director in the National Management Association while working with TVA.

Mr. Anderson retired from Unum Disability Insurance Company in Chattanooga, TN in 2018 where he was responsible for improving efficiency and quality in supporting enrollment initiatives across the nation.

Gordon and Deloris have two children and two granddaughters that will be inheriting ownership in Tree Tops in the future. He appreciates the trust placed in him by the Tree Tops owners that elected him to serve on the Tree Tops Board of Directors and pledges that, if elected to continue to serve, will work diligently with the other board members and the management team to find ways to control expenses during these difficult financial times while ensuring Tree Tops continues to be a beautiful and quality place to relax and enjoy.

## **NELLIE A. THOMAS**

From Branson, MO, Nellie started working for Silver Dollar City while attending College of the Ozarks. During 10 years with Herschend companies she worked in Marketing and Special Events at the Missouri location. After working on the task force to find and open a second location she relocated to Tennessee to work at that location (now Dollywood), initially in Marketing and Special Events and then as the director of Human Resources and Safety & Security. Nellie joined the Tree Tops Real Estate team in 1985. During the years that followed she has worked in marketing; coordination of resort development, construction and resort operations for Tree Tops, Oakmont & Sunrise Ridge Resorts; served as the Resort Manager at Oakmont and Chief Operating Officer for Tree Tops and Oakmont Resorts.

## **GALE H. ANDERSON**

Gale is originally from East Tennessee where she graduated from Tennessee Technological University with a BS degree and later became a certified Medical Technologist at the University of Miami. She met her husband of sixty years and future developer of Tree Tops, the late H. Charles Anderson, in South Florida where they resided until the early 1980s. As Charlie's wife, Gale was instrumental in the planning and development of Tree Tops, and even demanded that Charlie had to save as many trees as possible! Gale has a strong desire to serve on the Board and preserve the integrity of her husband's second love as a beautiful well-managed, quality vacation home for families to enjoy many more years to come.

Gale is an active member of First Baptist Church in Gatlinburg, where she serves as a deacon and is on the Finance and Music Committees, and formerly served as the church's pianist for several years. She enjoys spending time with her three children, five grandchildren, her furbaby Scooter, and attending University of Tennessee football games.

## **GEORGE F. DOYLE, JR.**

Since 1984, Mr. Doyle has served as Controller of Tree Tops Real Estate, Inc. and the accountant for both Oakmont and Tree Tops Resort Condominium Associations.

A Certified Public Accountant, Mr. Doyle has a Masters degree in Business Administration from the University of Tennessee.

In his spare time, Mr. Doyle enjoys hiking, scuba diving and playing the piano.

## **CHARLES L. PIGG**

Mr. Pigg is a graduate of Middle Tennessee State University where he obtained his BS and MS degrees in Industrial Arts/Technology. He became Director of Campus Planning at the University and served in that position for 27 years. He was commissioned in 1955 with the U. S. Army Corps of Engineers where he served thirty years in reserve and active duty and is now a retired Colonel. While not on active duty, he worked as a highway design engineer with the Tennessee State Highway Department.

Mr. Pigg is a member of North Boulevard Church of Christ and serves as a teacher and Elder. He is also a member of the National Exchange Club. He is presently employed as a Field Representative with Johnson and Bailey Architects in Murfreesboro, Tennessee. Mr. Pigg and his wife, Nancy, have two weeks at Tree Tops and have been homeowners since 1992. They reside in Murfreesboro.

## **BARBARA A. STORER**

Barbara is a graduate of Miami University in Ohio where she received an Associate of Arts degree. She is now retired after working in Security with the Department of Energy in Cincinnati, Ohio. She currently serves on the Fairfield Glade Community Club Board Homeowners Association as the Timeshare Director. She currently serves on the Tree Tops Board of Directors. She is also serving on the following Wyndham timeshare Board of Directors: Laurel Ridge and Stonecastle at Fairfield Glade, TN, Governors Crossing I in Sevierville, & Baypoint at Oceanridge Edisto Beach SC.

Barbara and her husband Gary have been married for 40 years and have 2 grown children and 3 grandchildren. They enjoy sharing their vacation ownership with their family and friends. They love the fabulous accommodations and amenities their timeshares offer.

Being an owner myself, I am always aware of increasing maintenance fees or special assessments. It is always important for your Board to keep a healthy capital reserve fund to cover major expenses and renovations. Being on the Board of Directors, I have gained a vast knowledge of the operations and have been instrumental in helping make decisions to maintain a quality resort that our present and future owners will want to return to.

*Continued on next page...*

## CONTACT INFORMATION & OWNERSHIP CHANGES

### STEPHEN R. LANGE

Steve and his wife, Jeannie, purchased their first week at Tree Tops in 1992 after attending many sales presentations for other resorts. Tree Tops was the first resort to capture their interest and over time, they purchased three more weeks. Initially members of RCI they traveled to various areas of the country and learned about other resorts, but non compared to Tree Tops.

Steve started his career with Sears and Roebuck in Columbus, Ohio, after attending electronic trade school for two years. Enrolling in management training at Sears, Steve was the youngest division manager of a \$2 million paint department. His training laid the foundation for a move back to his home of Northern Kentucky where he began a career in industrial sales. He has been an account manager with The Mechanical Supplies Co. for the last 38 years.

Raising four children, Steve became very involved with the Erlanger-Elsmere Independent Schools, first supporting the marching band as a booster and then moving into the role of President of the band boosters which led to an invitation to fill an interim position on the school board. During his tenure on the school board, he was responsible for implementation of KERA (Kentucky Education Reform Act), budgeting, planning and overseeing the additions to a middle school and two elementary schools along with many other facility improvements. He continued his role on the school board for the next twelve years, being duly elected three times and serving as board chairman three times before retiring from the board.

Over the last few years, Steve and Jeannie have turned three of their weeks over to three of their four children, keeping their pedestal week for themselves. For this reason, the future of the resort is a high priority.

## PARK IT FORWARD

Those visiting the Great Smoky Mountains National Park will soon need to buy parking passes for their visit, park officials have announced.

The park will be adopting the Park it Forward program in March of next year. The program means visitors will need to pay \$5 for a daily parking pass, \$15 for a weekly parking pass or \$40 for an annual parking pass. All revenue from the passes and increased camping fees will go towards park upkeep, officials said.

## DID YOU KNOW?

- 1) If you are unable to use your Tree Tops week the resort can rent it for you, and you can have any proceeds applied to your account to offset the next years maintenance fees. Contact the resort for details, 865-436-6559.
- 2) Newsletters are available to view anytime on the resort website: [treemontresorts.com](http://treemontresorts.com). We are also working toward online maintenance fee payments so check the website on January 1, 2023.
- 3) Due to issues with the postal service and staffing issues, as well as preventing late fees, we encourage you to make your maintenance fee payments online when the service becomes available. If you are mailing your maintenance fee via USPS, we suggest you mail it at least 30 days prior to January 1. Maintenance fees are due on January 1 and past due on February 1.
- 4) **IMPORTANT REMINDER:** The vacation calendar is posted in the newsletter, but you should *always verify the dates* for your week number prior to your arrival as those dates may vary from year to year. The resort does not have the inventory to accommodate you except for the actual dates of your reservation. **SO ALWAYS CHECK WITH THE RESORT PRIOR TO ARRIVAL IF YOU HAVE NOT RECEIVED A CONFIRMATION LETTER.**
- 5) The resort does not allow pets. The resort welcomes registered service animals with notice to the owner that 1-THE PET MAY NEVER BE LEFT IN THE UNIT OR IN A VEHICLE UNATTENDED. 2-THE PET DOES NOT DISTURB OTHER GUESTS OR STAFF MEMBERS INCLUDING: BARKING AND AGGRESSIVE BEHAVIOR TOWARD OTHER GUESTS. Pets that cause disturbance or appear aggressive in nature must be removed if you are contacted by resort management.

It is the obligation of each owner to maintain current contact information with Tree Tops Resort. Tree Tops Resort will mail any required communication to the name(s) and address on file and will assume that the information is current.

An owner may submit a change of address to Tree Tops Resort by mailing the new information to the Administrative Offices at PO Box 4960, Sevierville, TN 37864, sending via fax to 865.428.8930 or calling 865.428.6039, extension 227 or 226.

If an owner sells or transfers ownership, that owner is required to send the following to the Administrative Offices: copy of a recorded deed in the new owner(s) name, address and telephone number of the new owner(s), a statement indicating the first year of occupancy for the new owner(s), and a \$75 to \$300 transfer fee made payable to Tree Tops Resort. Owners may call 865.428.6039 for more information. If the owner is an RCI Points member, the owner is required to also cancel the membership or transfer the membership to the new owner. An owner may contact RCI at 877.968.7476 for the required paperwork.

Annual maintenance fee invoices are mailed to all owners in late November. If the maintenance fee invoice is returned by the post office because the owner has moved and not notified Tree Tops Resort, a rebilling fee of \$5.00 will be assessed to the owner's account.

## EVENTS CALENDAR

- Sep 23, 2022-Oct 30, 2022-**Oktoberfest at Ober**  
October 1-31, 2022-**Ripley's Friday Nights**  
October 13-30, 2022-**Gatlinburg Craftsmen's Fair**  
November 1, 2022-**Astra Lumina at Anakeesta**  
November 10, 2022-**Gatlinburg Chili Cookoff & Winter Magic Kickoff**  
November 10-February 28, 2023-**Gatlinburg Winter Magic Lights Self-Guided Tour**  
November 11, 2022-**Veteran's Day Celebration**  
December 2, 2022-**Fantasy of Lights Christmas Parade**  
December 31, 2022-**New Year's Eve Celebration and Fireworks Show**

For more information visit <https://www.visitmysmokies.com/what-to-do/smoky-mountain-events/>

## **TREE TOPS RESORT CONDOMINIUM ASSOCIATION, INC.**

### **NOTICE OF ANNUAL MEETING AND PROCEDURE FOR SUBMISSION OF WRITTEN BALLOTS**

The annual meeting of the Members of Tree Tops Resort Condominium Association, Inc. (the "Corporation") has been called by its Board of Directors pursuant to Article III, Sections 3 and 4 of the Bylaws for November 9, 2022, at 10:00 a.m. at the offices of the Corporation at 290 Sherman Clabo Rd, Gatlinburg, TN 37738.

**However, due to the Covid-19 pandemic, admittance to the meeting is significantly limited, and therefore, the Board of Directors strongly encourages each member to utilize the written ballot attached hereto in lieu of personal appearance. Any member attending the meeting in person will be required to maintain social distancing. The number of members which can be accommodated at the meeting site is limited, and it is possible all Members wishing to attend the meeting will not be admitted due to the above-referenced guidelines. Again, the Board of Directors strongly encourages use of the written ballot attached hereto. Your Board of Directors is hopeful that in the year 2023, we can resume our normal meeting procedures.**

---

### **LETTER FROM THE PRESIDENT**

Dear Tree Tops Homeowners,

As many COVID restrictions have been lifted I hope that you have enjoyed time, that you may have missed out on in the previous two years, spent with your family and friends and vacationing once again. With the continuing challenges and changes we have all experienced during the past three years, time to rest and relax is most important to our well-being.

This year was saddened by the passing of Jerry Bradford in May. Jerry's contribution, as a developing partner of Tree Tops and Oakmont Resorts, has been paramount in the success of the resorts and he is truly missed by his family, friends and those who worked for and with him.

When preparing the budget, we strive to be as prudent and responsible with the funds as possible. 8 to 9 percent inflation and supply chain issues out of our control are having an impact on resort operations. We have prepared a budget that balances the goal to continue to keep the Tree Tops maintenance fee one of the lowest in the country and the ability to operate and maintain the resort at the continuing previous high level of excellence. The proposed budget with a 4.4% increase of \$25 will support these objectives and continue to adequately fund the reserves.

The frontline staff at your resort has met the challenges of the pandemic, sky-rocketing operational costs, and labor shortages with innovation, finding opportunities to maximize productivity and control costs with a smile and anticipation of hosting each and every occupant for an exceptional vacation experience. The many thanks and support from you, the owners, is so appreciated.

Best wishes for the upcoming holiday season and new year.

Nellie Thomas  
President

**Tree Tops Resort Condominium Association, Inc.**  
**2022 Annual Meeting**  
**November 9, 2022**

**WRITTEN BALLOT AND INSTRUCTIONS**

Pursuant to the Notice of Annual Meeting, and Article II, Section 7 of the Bylaws of Tree Tops Resort Condominium Association, Inc., and T.C.A. § 48-57-108, below is the Written Ballot for the 2022 Annual Meeting of the Corporation.

**Please review these instructions very carefully.** It is important that you promptly complete this ballot and return so that a quorum can be reached (51% of Members). You are asked below to vote on a slate of directors, and for approval of the 2023 Budget attached as Exhibit A. Cumulative voting is not permitted. You may abstain from voting on any issue. You should also approve, disapprove, or abstain from voting on the 2023 Budget attached as Exhibit A, which sets annual maintenance fees for the Tree Tops Resort at \$595.00 per unit. **This written ballot must be received at P.O. Box 4960, Sevierville, Tennessee 37864-4960 by November 4, 2022 to be counted.**

**TREE TOPS RESORT CONDOMINIUM ASSOCIATION**  
**PROXY FOR ANNUAL MEETING**

KNOW ALL MEN BY THESE PRESENT, that the undersigned hereby constitutes and appoints the Board of Directors of Tree Tops Resort with the power of substitution to vote at the Annual Meeting of the Tree Tops Resort Condominium Association, Inc., to be held at the Tree Tops Resort on the 9<sup>th</sup> day of November, 2022, at 10:00 a.m., and any adjournment(s) thereof, according to the number of votes that the undersigned would be entitled to vote if then personally present.

Name \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_ Signature \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Number of weeks owned \_\_\_\_\_

***IF PROPERTY IS JOINTLY OWNED,  
SIGNATURES OF ALL OWNERS ARE  
REQUIRED.***

**BELOW ARE MY INDICATED PREFERENCES:**

2023 BUDGET (attached as Exhibit A) AND \$595.00 MAINTENANCE FEE     APPROVE     DISAPPROVE     ABSTAIN

SLATE FOR BOARD OF DIRECTORS:

**WRITE INs:**

GORDON ANDERSON         APPROVE     DISAPPROVE

\_\_\_\_\_

NELLIE THOMAS         APPROVE     DISAPPROVE

\_\_\_\_\_

GALE ANDERSON         APPROVE     DISAPPROVE

\_\_\_\_\_

GEORGE F. DOYLE, JR.     APPROVE     DISAPPROVE

\_\_\_\_\_

CHARLES L. PIGG         APPROVE     DISAPPROVE

\_\_\_\_\_

BARBARA A. STORER     APPROVE     DISAPPROVE

\_\_\_\_\_

STEPHEN R. LANGE         APPROVE     DISAPPROVE

\_\_\_\_\_

**Tree Tops Resort Condominium Association, Inc.**  
**2023 Operating Fund Budget**

	<b>2023</b>	<b>156</b>	<b>7575</b>
	<b>Budget</b>	<b>Units</b>	<b>Owners</b>
<b>Revenues</b>			
Maintenance Fees	4,507,125	28,891.83	595.00
Bonus Days	15,000	96.15	1.98
Rentals	375,000	2,403.85	49.50
Extra Cleaning	44,000	282.05	5.81
Video Rentals	1,000	6.41	0.13
Gift Sales	1,500	9.62	0.20
Ticket Sales	25,000	160.26	3.30
Other Income	2,500	16.03	0.33
Interest Income	10,000	64.10	1.32
Late Fee Income	25,000	160.26	3.30
Credit Card Convenience Fees	10,500	67.31	1.39
Activities	2,000	12.82	0.26
Rebate Income	3,200	20.51	0.42
Wifi Use Income	50,000	320.51	6.60
<b>Total Revenue</b>	<b>5,071,825</b>	<b>32,511.70</b>	<b>669.55</b>
<b>Cost Of Sales</b>			
Owner Rental Payments	243,750	1,562.50	32.18
Video	500	3.21	0.07
Gift Shop/Activities	500	3.21	0.07
Tickets	22,500	144.23	2.97
Rental Commissions	75,000	480.77	9.90
Outside Rental Expense	5,000	32.05	0.66
<b>Total Cost Of Sales</b>	<b>347,250</b>	<b>2,225.96</b>	<b>45.84</b>
<b>Payroll Expenses</b>			
Management & Assistants	245,000	1,570.51	32.34
Front Desk	175,000	1,121.79	23.10
Housekeeping	800,000	5,128.21	105.61
Maintenance	460,000	2,948.72	60.73
Contract Labor	20,000	128.21	2.64
Workers' Compensation	10,000	64.10	1.32
Payroll Taxes	105,000	673.08	13.86
Insurance - Contribution	-102,900	-659.62	-13.58
Insurance	294,000	1,884.62	38.81
Activity Directors	45,000	288.46	5.94
Reservation Clerks	36,000	230.77	4.75
Workers' Comp Direct Pymts	500	3.21	0.07
Drug Screening	4,000	25.64	0.53
Background Checks	1,500	9.62	0.20
<b>Total Payroll Expense</b>	<b>2,093,100</b>	<b>13,417.31</b>	<b>276.32</b>
<b>Contract Services</b>			
Elevator	25,000	160.26	3.30
Telephone System	4,500	28.85	0.59
Exterminating	25,000	160.26	3.30
Cable TV/Wifi	125,000	801.28	16.50
Trash Removal	2,500	16.03	0.33
Fire Extinguishers	5,000	32.05	0.66
Security System	7,000	44.87	0.92
Carpet Cleaning	20,000	128.21	2.64
<b>Total Contract Services</b>	<b>214,000</b>	<b>1,371.79</b>	<b>28.25</b>
<b>Leased Equipment</b>			
Leased Equipment			
Postage Meter	550	3.53	0.07
Copy Machines	8,000	51.28	1.06
Water Cooler	700	4.49	0.09
<b>Total Leased Equipment</b>	<b>9,250</b>	<b>59.29</b>	<b>1.22</b>
<b>Repairs &amp; Maintenance</b>			
Plumbing	25,000	160.26	3.30
HVAC	35,000	224.36	4.62
Electrical	3,500	22.44	0.46
Appliances	4,000	25.64	0.53
Elevators	15,000	96.15	1.98
Hardware	2,500	16.03	0.33
Pool	18,000	115.38	2.38
Interior Paint & Wallpaper	2,000	12.82	0.26
Carpets & Flooring	2,000	12.82	0.26
Acc/Glass Repair	5,000	32.05	0.66
Other Interior Repairs	5,000	32.05	0.66
Exterior Building Repairs	10,000	64.10	1.32
Grounds Maintenance	27,000	173.08	3.56
R & M Equipment	4,500	28.85	0.59
<b>Total Repairs &amp; Maintenance</b>	<b>158,500</b>	<b>1,016.03</b>	<b>20.92</b>

<b>Supplies</b>			
Office Supplies	7,500	48.08	0.99
Cleaning Supplies	16,000	102.56	2.11
Maintenance Supplies	8,000	51.28	1.06
Misc. Supplies	2,500	16.03	0.33
Paper Goods	30,000	192.31	3.96
Light Bulbs	5,500	35.26	0.73
Activities Supplies	3,500	22.44	0.46
Admin/Common Area Supplies	3,000	19.23	0.40
Laundry Supplies	30,000	192.31	3.96
Pool Supplies	15,000	96.15	1.98
Activities Food Supplies	5,500	35.26	0.73
Unit Supplies	14,500	92.95	1.91
<b>Total Supplies</b>	<b>141,000</b>	<b>903.85</b>	<b>18.61</b>
<b>Replacements</b>			
Linens	44,000	282.05	5.81
Small Appliances	4,000	25.64	0.53
Accessories	2,500	16.03	0.33
Dishes & Flatware	5,000	32.05	0.66
Lighting	2,000	12.82	0.26
Misc. Replacements	1,000	6.41	0.13
Major Appliances	6,000	38.46	0.79
Furniture Replacements	3,000	19.23	0.40
Bath Replacements	1,500	9.62	0.20
Kitchen Replacements	6,000	38.46	0.79
Mattress Replacements	6,000	38.46	0.79
Electronics Replacements	4,000	25.64	0.53
<b>Total Replacements</b>	<b>85,000</b>	<b>544.87</b>	<b>11.22</b>
<b>Administrative</b>			
Project Vehicle	8,500	54.49	1.12
Fuel For Project Vehicle	2,000	12.82	0.26
Telephone	25,000	160.26	3.30
Insurance	224,000	1,435.90	29.57
Postage	5,000	32.05	0.66
Entertainment	3,500	22.44	0.46
Dues & Subscriptions	0	0.00	0.00
Licenses	6,000	38.46	0.79
Newsletter	6,500	41.67	0.86
Legal	35,000	224.36	4.62
Audit & Tax	16,500	105.77	2.18
Management Fee	585,926	3,755.94	77.35
Other	2,500	16.03	0.33
Printing	3,000	19.23	0.40
Depreciation	0	0.00	0.00
Computer Expense	35,000	224.36	4.62
Cellular Phone	7,000	44.87	0.92
Advertising	12,000	76.92	1.58
Uniforms	15,000	96.15	1.98
Bank Charges	35,000	224.36	4.62
Signage	1,000	6.41	0.13
Office Rent	12,000	76.92	1.58
Equipment Purchases	1,500	9.62	0.20
Maintenance Fee Collection Expense	7,500	48.08	0.99
<b>Total Administrative</b>	<b>1,049,426</b>	<b>6,727.09</b>	<b>138.54</b>
<b>Utilities</b>			
Water	42,000	269.23	5.54
Sewer	42,000	269.23	5.54
Gas	120,000	769.23	15.84
Electric	185,000	1,185.90	24.42
<b>Total Utilities</b>	<b>389,000</b>	<b>2,493.59</b>	<b>51.35</b>
<b>Taxes &amp; Reserves</b>			
Property Taxes	185,000	1,185.90	24.42
Other Taxes	20,000	128.21	2.64
Replacement Account	285,000	1,826.92	37.62
Provision For Cancellations	125,000	801.28	16.50
<b>Total Taxes &amp; Reserves</b>	<b>615,000</b>	<b>3,942.31</b>	<b>81.19</b>
<b>Total Expenses</b>	<b>5,101,526</b>	<b>32,702.09</b>	<b>673.47</b>

# VACATION CALENDAR

2022

WEEK	FRI	SAT	SUN	WEEK	FRI	SAT	SUN	WEEK	FRI	SAT	SUN
<b>40</b>	<b>10/07/22</b>	<b>10/08/22</b>	<b>10/09/22</b>								
<b>41</b>	<b>10/14/22</b>	<b>10/15/22</b>	<b>10/16/22</b>	1	01/06/23	01/07/23	01/08/23	18	05/05/23	05/06/23	05/07/23
<b>42</b>	<b>10/21/22</b>	<b>10/22/22</b>	<b>10/23/22</b>	2	01/13/23	01/14/23	01/15/23	19	05/12/23	05/13/23	05/14/23
<b>43</b>	<b>10/28/22</b>	<b>10/29/22</b>	<b>10/30/22</b>	3	01/20/23	01/21/23	01/22/23	20	05/19/23	05/20/23	05/21/23
44	11/04/22	11/05/22	11/06/22	4	01/27/23	01/28/23	01/29/23	21	05/26/23	05/27/23	05/28/23
45	11/11/22	11/12/22	11/13/22	5	02/03/23	02/04/23	02/05/23	<b>22</b>	<b>06/02/23</b>	<b>06/03/23</b>	<b>06/04/23</b>
46	11/18/22	11/19/22	11/20/22	6	02/10/23	02/11/23	02/12/23	<b>23</b>	<b>06/09/23</b>	<b>06/10/23</b>	<b>06/11/23</b>
47	11/25/22	11/26/22	11/27/22	7	02/17/23	02/18/23	02/19/23	<b>24</b>	<b>06/16/23</b>	<b>06/17/23</b>	<b>06/18/23</b>
48	12/02/22	12/03/22	12/04/22	8	02/24/23	02/25/23	02/26/23	<b>25</b>	<b>06/23/23</b>	<b>06/24/23</b>	<b>06/25/23</b>
49	12/09/22	12/10/22	12/11/22	9	03/03/23	03/04/23	03/05/23	<b>26</b>	<b>06/30/23</b>	<b>07/01/23</b>	<b>07/02/23</b>
50	12/16/22	12/17/22	12/18/22	10	03/10/23	03/11/23	03/12/23	<b>27</b>	<b>07/07/23</b>	<b>07/08/23</b>	<b>07/09/23</b>
51	12/23/22	12/24/22	12/25/22	11	03/17/23	03/18/23	03/19/23	<b>28</b>	<b>07/14/23</b>	<b>07/15/23</b>	<b>07/16/23</b>
52	12/30/22	12/31/22	01/01/23	12	03/24/23	03/25/23	03/26/23	<b>29</b>	<b>07/21/23</b>	<b>07/22/23</b>	<b>07/23/23</b>
				13	03/31/23	04/01/23	04/02/23	<b>30</b>	<b>07/28/23</b>	<b>07/29/23</b>	<b>07/30/23</b>
				14	04/07/23	04/08/23	04/09/23	<b>31</b>	<b>08/04/23</b>	<b>08/05/23</b>	<b>08/06/23</b>
				15	04/14/23	04/15/23	04/16/23	<b>32</b>	<b>08/11/23</b>	<b>08/12/23</b>	<b>08/13/23</b>
				16	04/21/23	04/22/23	04/23/23	<b>33</b>	<b>08/18/23</b>	<b>08/19/23</b>	<b>08/20/23</b>
				17	04/28/23	04/29/23	04/30/23	<b>34</b>	<b>08/25/23</b>	<b>08/26/23</b>	<b>08/27/23</b>
								<b>35</b>	<b>09/01/23</b>	<b>09/02/23</b>	<b>09/03/23</b>

**Black** indicates Flex Weeks  
(1-21, 36-39, 44-52)  
**Green** indicates Fixed Weeks  
(22-35, 40-43)

PRSRRT STD  
US POSTAGE  
PAID

OAK TREE TIMES  
PO BOX 4960  
SEVIERVILLE TN 37864-4960

