

Financial Report to the Association Manager

Association: **Estates at Cienega Creek** Report Month: **Jan-2023** Manager: **Veronica** Date: **2/8/2023**

	Finance	Manager
Bank reconciliation in balance	Yes	
Income comments	No	
Expenses match check register	#1	
Last month ending balance matches current month beginning balance	Yes	
Balance sheet in balance	Yes	
Reserve transfer made	Yes	
Suspense account at a zero balance	N/A	

**Comments** Cash basis

#1: The difference of \$160.25 is due to the reserve transfer.

\*\* Reserve transfer is made quarterly.

<b>Approval</b>	<b>Sent To</b>	Bookkeeper: Debbie _____
		Finance Manager: Lori B _____
		Manager: Veronica _____

**Estates at Cienega Creek Preserve  
Summary of Financial Report  
January 2023**

**Operating**

Last Month Ending balance	\$	17,508.59
Total Income-Current Month	\$	5,741.62
CCM Rebill Fee/Return Item Fee Income	\$	44.00
Total Expenses-Current Month	\$	1,911.12
CCM Rebill Fee Expense	\$	-
Change In Prepaid	\$	(2,104.00)
This Month Ending Balance	\$	19,279.09

**Reserve**

Last Month Ending Balance	\$	36,172.96
Total Income-Current Month	\$	164.86
Total Expenses-Current Month	\$	-
This Month Ending Balance	\$	36,337.82

**Account Balances**

Operating Balance - Alliance Bank	\$	19,279.09
Reserve Balance - Alliance Bank	\$	36,337.82
Delinquent Assessments	\$	4,139.93
Prepaid Assessments	\$	1,616.01
Unpaid Bills	\$	-

**The Estates at Cienega Creek Preserve Community Association**  
**Fund Balance Sheet**  
**Period Through: 1/31/2023**

**Assets**

Operating Assets		
1001 - Alliance Bank - Operating	\$19,279.09	
Operating Assets Total	<b>\$19,279.09</b>	
Reserve Assets		
1002 - Alliance Bank - Reserves	\$36,337.82	
Reserve Assets Total	<b>\$36,337.82</b>	
Assets Total		<b>\$55,616.91</b>
<b>Liabilities and Equity</b>		
Operating Liability		
1394 - CCM Processing Fee	\$8.00	
1396 - CCM Rebill Fee	\$70.00	
3999 - Prepaid Assessments	\$1,616.01	
Operating Liability Total	<b>\$1,694.01</b>	
Operating Retained Earnings	<b>\$13,754.58</b>	
Reserve Retained Earnings	<b>\$36,172.96</b>	
Operating Net Income	\$3,830.50	
Reserve Net Income	\$164.86	
Liabilities & Equity Total		<b>\$55,616.91</b>

**The Estates at Cienega Creek Preserve Community Association**  
**Budget Comparison Report**  
**1/1/2023 - 1/31/2023**

	1/1/2023 - 1/31/2023			1/1/2023 - 1/31/2023			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Income</b>							
<u>Operating Income</u>							
3010 - Owner Assessments	\$5,724.00	\$6,030.00	(\$306.00)	\$5,724.00	\$6,030.00	(\$306.00)	\$24,120.00
3020 - Late Fees & Interest	\$17.22	\$0.00	\$17.22	\$17.22	\$0.00	\$17.22	\$0.00
3180 - Interest Earned	\$0.40	\$0.00	\$0.40	\$0.40	\$0.00	\$0.40	\$0.00
<u>Total Operating Income</u>	\$5,741.62	\$6,030.00	(\$288.38)	\$5,741.62	\$6,030.00	(\$288.38)	\$24,120.00
<b>Total Income</b>	\$5,741.62	\$6,030.00	(\$288.38)	\$5,741.62	\$6,030.00	(\$288.38)	\$24,120.00
<b>Expense</b>							
<u>Administrative Expenses</u>							
4705 - Accounting/Tax Preparation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$380.00
4710 - Management Fees	\$667.00	\$667.00	\$0.00	\$667.00	\$667.00	\$0.00	\$8,004.00
4713 - Management Mileage	\$0.00	\$25.00	\$25.00	\$0.00	\$25.00	\$25.00	\$300.00
4715 - Postage	\$57.96	\$15.00	(\$42.96)	\$57.96	\$15.00	(\$42.96)	\$325.00
4720 - Copies	\$41.94	\$15.00	(\$26.94)	\$41.94	\$15.00	(\$26.94)	\$325.00
4730 - Statements	\$115.00	\$115.50	\$0.50	\$115.00	\$115.50	\$0.50	\$462.00
4735 - Legal Expense	\$0.00	\$42.00	\$42.00	\$0.00	\$42.00	\$42.00	\$500.00
4745 - Office Supplies	\$87.97	\$16.00	(\$71.97)	\$87.97	\$16.00	(\$71.97)	\$200.00
4755 - Meeting Expenses	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$600.00
4765 - Fax Service	\$0.00	\$5.00	\$5.00	\$0.00	\$5.00	\$5.00	\$5.00
4780 - Web-Site Expenses	\$0.00	\$56.25	\$56.25	\$0.00	\$56.25	\$56.25	\$225.00
4791 - Storage	\$11.00	\$11.00	\$0.00	\$11.00	\$11.00	\$0.00	\$132.00
4792 - Contingency	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00
<u>Total Administrative Expenses</u>	\$980.87	\$1,167.75	\$186.88	\$980.87	\$1,167.75	\$186.88	\$11,558.00
<u>Fixed Expenses</u>							
4010 - Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27.00
4011 - Reserve Transfers	\$160.25	\$160.25	\$0.00	\$160.25	\$160.25	\$0.00	\$641.00
4015 - ACC Reporting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
4020 - Income Taxes - State/Federal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
4030 - Liability/D&O Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,870.00
<u>Total Fixed Expenses</u>	\$160.25	\$160.25	\$0.00	\$160.25	\$160.25	\$0.00	\$2,598.00
<u>Landscaping Expenses</u>							
4605 - Landscape Maintenance Contract	\$770.00	\$797.00	\$27.00	\$770.00	\$797.00	\$27.00	\$9,564.00
4660 - Non-Contract Landscaping	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$100.00	\$100.00
<u>Total Landscaping Expenses</u>	\$770.00	\$897.00	\$127.00	\$770.00	\$897.00	\$127.00	\$9,664.00
<u>Maintenance Expenses</u>							
4305 - General Maintenance	\$0.00	\$22.00	\$22.00	\$0.00	\$22.00	\$22.00	\$250.00
<u>Total Maintenance Expenses</u>	\$0.00	\$22.00	\$22.00	\$0.00	\$22.00	\$22.00	\$250.00
<u>Operating Expenses</u>							
4225 - Vandalism	\$0.00	\$50.00	\$50.00	\$0.00	\$50.00	\$50.00	\$50.00
<u>Total Operating Expenses</u>	\$0.00	\$50.00	\$50.00	\$0.00	\$50.00	\$50.00	\$50.00
<b>Total Expense</b>	\$1,911.12	\$2,297.00	\$385.88	\$1,911.12	\$2,297.00	\$385.88	\$24,120.00

**The Estates at Cienega Creek Preserve Community Association**  
**Budget Comparison Report**  
**1/1/2023 - 1/31/2023**

	1/1/2023 - 1/31/2023			1/1/2023 - 1/31/2023			<b>Annual Budget</b>
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	
Operating Net Income	\$3,830.50	\$3,733.00	\$97.50	\$3,830.50	\$3,733.00	\$97.50	\$0.00
<b>Reserve Income</b>							
<u>Reserve Income</u>							
5001 - Reserve Interest Earned	\$4.61	\$0.00	\$4.61	\$4.61	\$0.00	\$4.61	\$0.00
5005 - Reserve Contribution	\$160.25	\$0.00	\$160.25	\$160.25	\$0.00	\$160.25	\$0.00
<u>Total Reserve Income</u>	\$164.86	\$0.00	\$164.86	\$164.86	\$0.00	\$164.86	\$0.00
<b>Total Reserve Income</b>	\$164.86	\$0.00	\$164.86	\$164.86	\$0.00	\$164.86	\$0.00
Reserve Net Income	\$164.86	\$0.00	\$164.86	\$164.86	\$0.00	\$164.86	\$0.00
Net Income	\$3,995.36	\$3,733.00	\$262.36	\$3,995.36	\$3,733.00	\$262.36	\$0.00

**The Estates at Cienega Creek Preserve Community Association  
Cash Flow Statement  
1/1/2023 - 1/31/2023**

**Total Cash on Hand 1/1/2023: \$53,681.55**

<b>Account</b>	<b>Beginning Balance</b>	<b>Increase</b>	<b>Decrease</b>	<b>Ending Balance</b>	<b>Net Change</b>
1001 - Alliance Bank - Operating	\$17,508.59	\$3,681.62	\$1,911.12	\$19,279.09	\$1,770.50
1002 - Alliance Bank - Reserves	\$36,172.96	\$164.86	\$0.00	\$36,337.82	\$164.86

**Total Net Change 1/1/2023 - 1/31/2023: \$1,935.36**

**Total Cash on Hand 1/31/2023: \$55,616.91**

**The Estates at Cienega Creek Preserve Community Association**  
**Income Statement**  
**1/1/2023 - 1/31/2023**

	Jan 2023	YTD
<b>Income</b>		
<u>Operating Income</u>		
3010 - Owner Assessments	\$5,724.00	\$5,724.00
3020 - Late Fees & Interest	\$17.22	\$17.22
3180 - Interest Earned	\$0.40	\$0.40
<u>Total Operating Income</u>	\$5,741.62	\$5,741.62
<i>Total Income</i>	\$5,741.62	\$5,741.62
<b>Expense</b>		
<u>Administrative Expenses</u>		
4710 - Management Fees	\$667.00	\$667.00
4715 - Postage	\$57.96	\$57.96
4720 - Copies	\$41.94	\$41.94
4730 - Statements	\$115.00	\$115.00
4745 - Office Supplies	\$87.97	\$87.97
4791 - Storage	\$11.00	\$11.00
<u>Total Administrative Expenses</u>	\$980.87	\$980.87
<u>Fixed Expenses</u>		
4011 - Reserve Transfers	\$160.25	\$160.25
<u>Total Fixed Expenses</u>	\$160.25	\$160.25
<u>Landscaping Expenses</u>		
4605 - Landscape Maintenance Contract	\$770.00	\$770.00
<u>Total Landscaping Expenses</u>	\$770.00	\$770.00
<i>Total Expense</i>	\$1,911.12	\$1,911.12
Operating Net Income	\$3,830.50	\$3,830.50
<b>Reserve Income</b>		
<u>Reserve Income</u>		
5001 - Reserve Interest Earned	\$4.61	\$4.61
5005 - Reserve Contribution	\$160.25	\$160.25
<u>Total Reserve Income</u>	\$164.86	\$164.86
<i>Total Reserve Income</i>	\$164.86	\$164.86
<b>Reserve Expense</b>		
<i>Total Reserve Expense</i>	\$0.00	\$0.00

**The Estates at Cienega Creek Preserve Community Association**  
**Income Statement**  
**1/1/2023 - 1/31/2023**

	Jan 2023	YTD
Reserve Net Income	\$164.86	\$164.86
Net Income	\$3,995.36	\$3,995.36