

Board of Directors Meeting Agenda
Tuesday May 14, 2013 6:00 PM
Daft Agenda Subject to Change

Balance Sheet Summary as of March 31, 2013

	2/28/2013	Reserve Transfers	3/31/2013
Operating Bank Accounts*	8,073		2621
General Reserve Account	66,446	2,500	68,961
Water & Sewer Treatment Reserve	65,739	2,500	68,253
Reserve CD	102,107		102,107
General Reserve CD Bank of Amado	50,076		50,081
Water & Sewer Reserve ElDorado	100,395		100,431
	<u>384,763</u>	5,000	<u>389,833</u>
Total Cash Available	<u>392,836</u>		<u>392,454</u>
Accounts Receivable			
Total Receivable Assessments	62,497		64,341
Total Receivable Utilities	49,766		50,043
Total Receivable Other	3,472		4,766
	<u>115,735</u>		<u>119,150</u>

Reserve Fund Balances
Increased 5,000 this month.
A total of \$11,475 was paid
out this month from the
Operating Acct. which could
have been paid out from the
Reserve Funds. YTD A total of
15,769 had been added to the
reserve funds and a total of
21,113 have been paid out of
the Operating Account which
could have been paid from
the reserve funds.

Type of Meeting: Regular Meeting

- A. Call to Order**
- B. Roll Call of Directors**
- C. Approval of Minutes**
 - i. Approval of Regular Board of Directors Meeting Minutes of April 9, 2013**
 - ii. Approval of Executive Board of Directors Meeting Minutes of April 9, 2013**
- D. Treasurers Report**
 - i. Profit and Loss Statement**
 - ii. Balance Sheet**
 - iii. Statement of Cash Flows**
 - iv. Reconciled Bank Statements**
- E. Maintenance Report**
- F. Park Administrators Report**
- G. Committee Reports:**
- H. Open Forum:**

Open Forum Rules: During open forum, each attendee may address the board for up to 5 minutes. A director or manager may briefly respond to statements made or questions asked. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity, or other disruptive behavior. If the speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow meeting rules.*

*Meeting Rules: As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and or fined.

**The Operating Account is comprised of all funds received during the month less expenditures made (checks written) during the month. The ending balance is what remains in the account at the end of the month. The funds received and the expenses paid during the month are represented below in the Income and Expense Statement*

Income and Expense Statement
As of March 31, 2013

	Actual		Budgeted		Variance	
	Month End	YTD	Month End	YTD	Month End	YTD
Income						
Assessments	27,170	81,395	27,170	81,510	(115)	(115)
Utilities	46,204	134,687	42,387	127,161	7,526	7,526
Other	3,028	6,311	1,525	4,575	1,736	1,736
Total Income	<u>76,402</u>	<u>222,393</u>	<u>71,082</u>	<u>213,246</u>	<u>9,147</u>	<u>9,147</u>
Expenses						
Utilities	13,850	61,350	21,083	63,249	(1,899)	(1,899)
Water Treatment Expense	3,378	14,110	3,750	11,250	2,860	2,860
Sewer treatment Expense	3,191	12,644	3,583	10,749	1,895	1,895
Maintenance Expense	2,364	7,349	2,042	6,126	1,223	1,223
Payroll Expense	18,328	69,223	24,256	72,768	(3,545)	(3,545)
Administrative Expense	3,209	9,088	2,850	8,550	538	538
Insurance Expense	1,325	3,974	1,051	3,153	821	821
Taxes & Licenses Expense	1,259	3,809	1,228	3,684	125	125
Professional Fees Expense	2,838	2,838	917	2,751	87	87
Reserve Expense	10,321	31,361	10,321	30,963	398	398
	<u>60,063</u>	<u>215,746</u>	<u>71,081</u>	<u>213,243</u>	<u>2,503</u>	<u>2,503</u>
Net Income	16,339	6,647				6,644