

**ECIA 2019 BUDGET**

December, 3, 2018

<b>Accounts (GL# - Title)</b>	<b>2019 Budget</b>	<b>2018 Year End Projections</b>	<b>Explanation</b>	<b>Actual- 10 Months 2018</b>	<b>2018 Budget</b>
<b>INCOME</b>					
4100 - GENERAL ASSESSMENTS	<b>\$1,456,350</b>	<b>\$1,456,350</b>	<b>2774 Homes @ \$525.00 Assesments</b>	\$1,456,350	\$1,456,350
RECOVERY INCOME	0			405	405
4230 - COMMUNITY CENTER RENTALS	8,000	8,316	<b>Based on repeat yearly events and projected pop-up events</b>	7,515	6,000
4260 - POOL LESSONS	1,100	1,032	<b>This is purely average from past years since number of swim classes is unknown</b>	1,032	1,600
4310 - ASSESSMENT INTEREST	16,000	18,500		17,221	13,500
4350 - ASSESSMENT LIEN/COLLECTION FEES	18,570	11,500	<b>56 liens projected for 2019</b>	9,350	13,500
4400 - EMBEZZLEMENT RESTITUTION	0			0	300
4410 - ARCHITECTURAL APPLICATIONS	3,000	2,025	<b>Recent trend plus what is projected for this year's end</b>	2,025	1,000
4600 - INTEREST INCOME	3,000	3,308		2,808	1,100
4900 - OTHER INCOME	180	135	<b>Pool Coke machine, book sales and other misc. items</b>	135	150
4105 - STABLE MANURE	7,560	7,124		6,023	6,550
4106 - STABLE PROPERTY TAX	2,500	2,500		0	0
4107 - STABLE WATER	13,200	13,455		11,254	7,020
4108 - STABLE FLY PREDATOR PROGRAM	1,100	808		808	808
<b>TOTAL INCOME</b>	<b>\$1,530,560</b>	<b>\$1,525,053</b>		<b>\$1,514,926</b>	<b>\$1,508,283</b>

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<b><u>EXPENSES</u></b>					
<b><u>COMMUNITY RELATIONS</u></b>					
<b><u>Total Comm. RELATIONS</u></b>	<b>\$120,748</b>	<b>\$107,045</b>	<b>Includes all ECIA sponsored events, Vistas Newsletter, website operations and Community relations payroll</b>	<b>\$73,154</b>	<b>\$84,844</b>
<b><u>COVENANT COMPLIANCE</u></b>					
<b><u>Total COVENANT COMPLIANCE</u></b>	<b>\$78,196</b>	<b>\$81,370</b>	<b>Includes legal compliance, compliance vehicle maintenance and compliace payroll</b>	<b>\$60,367</b>	<b>\$80,647</b>
<b><u>FACILITIES AND GROUNDS</u></b>					
5280 - COMMUNITY CTR SUPPLIES & EQUIPMENT	<b>\$10,000</b>	<b>\$9,000</b>	<b>Many supplies needed</b>	<b>\$6,346</b>	<b>\$6,000</b>
6200 - JANITORIAL CLEANING SERVICES	<b>3,120</b>	<b>1,696</b>	<b>\$260 per month, cleaning will be done bi-weekly</b>	<b>1,095</b>	<b>0</b>
5856 - SECURITY SYSTEM / ALARM MONITORING	<b>576</b>	<b>1,427</b>	<b>\$48 monthly service for 12 months</b>	<b>1,234</b>	<b>530</b>
5858 - MAINTENANCE UNIFORMS	<b>2,600</b>	<b>336</b>	<b>New line item, this includes uniform rental, cleaning service and exchanges</b>	<b>0</b>	<b>0</b>

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5859 - VEHICLE GAS & REPAIRS	5,000	4,430	Two trucks filled @ \$50 twice per month plus oil changes and bi-annual inspections \$300 ea; older truck needs new tires \$1,000	4,230	4,150
6002 - PAYROLL - MAINTENANCE STAFF	146,432	123,719	Two maintenance workers and supervisor combined plus overhead and benefits	85,719	155,550
6004 - PAYROLL - FACILITY ATTENENDANTS	65,229	44,935	2 facility attendants total of 1,560 hours and office assistant 2080 hours plus overhead and benefits	30,560	30,000
6175 - HIKE / BIKE TRAIL MAINTENANCE	60,000	62,465	Primary focus is gravel portion of Av. De Compadres	57,268	60,000
6300 - LANDSCAPE MAINTENANCE CONTRACT	15,000	28,701	Weekly service from Anytime Landscape	24,100	28,000
6310 - LANDSCAPE SUPPLIES/LABOR	8,000	4,000	Inhouse gardening - fertilizer, weed treatment and other supplies as needed includes tree drip improvement	688	3,500
6380 - MACHINERY GAS & OIL	3,700	2,101	Includes chainsaw, tractors, blowers, wood chipper, water pump, tractor attachments	1,861	3,000

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6400 - PEST CONTROL	16,002	26,243	\$1,245.59 per month (10months) for gopher removal; \$2,000 yearly for praire dog extraction	24,998	2,000
6405 - DOG PARK EXPENSES	5,200	11,325	4 orders per year of 3 cases of liners and 3 cases of doggie bags; total each order \$550 plus pet friendly ice melt and mulch replenish	1,455	1,000
6470 - PORTABLE TOILETS	1,092	1,086	\$91.00 per month for Compadres Park	903	1,550
6511 - COMMUNITY CENTER BUILDING REPAIRS	25,000	19,073	On-going community center repairs, including sinks, light fixtures, painting	17,873	24,000
6520 - COMPADRES PARK- MAINTENANCE & REPAIRS	10,000	7,794	All maintenance for Compadres Park including mulch replenishment (\$7,000) and apparatus repairs	7,593	3,000
6575 - REPAIRS & MAINTENANCE: SIGNAGE	500	2,286	All comunity center signs	2,085	500
6590 - CC COURTS/PLAYGROUNDS REPAIR & MAINT	5,000	767	Mulch replenishment on both playgrounds	667	2,000
6595 - RECREATIONAL SUPPLIES	2,000	3,323	Accessories for upcoming recreational activities	3,223	0

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6680 - SUPPLIES & MAINTENANCE FOR ATHLETIC FIELD	8,000	4,861	Buffalo grass, infield dirt and other materials / supplies	4,760	8,000
6925 - GREENBELT FIRE CONTROL - ETC	12,000	14,551	Fire prevention efforts	14,551	10,000
6950 - WILDERNESS CONSERVATION REPAIRS	14,100	3,570	Greenbelts surveys - \$4,000; Greenbelt Trail restoration - \$500; Preserve trails 101,105 & 301 - \$1,200; Preserve 404 Trails - \$1,200; Preserve 401 to 404 - \$1,200; Preserve signs \$1,000; materials for projects - \$1,000; hand tools- \$500; education programs - \$500; printed maps - \$1,000; brochures - \$2,000	3,269	8,250
COMMITTEE EXPENSES	500	0	Anticipated requests from ECIA committees for misc. funds	0	
7100 - ELECTRICITY	7,000	4,865	Includes projected AC use in summer months.	4,065	5,100
7300 - NATURAL GAS	3,000	2,554	Other than the pool gas usage.	2,254	6,200
7550 - DUMPSTER / TRASH REMOVAL	7,596	8,063	\$633 monthly charge for the year	6,797	6,500
7900 - WATER	1,800	1,266	Average bill \$150 including meters at dog park and Compadres Park	966	1,050
8300 - DEPRECIATION	15,000	14,537		10,482	30,000

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8305 - LOSS ON DISPOSAL OF ASSETS		765		765	0
<b>Total FACILITIES AND GROUND</b>	<b>\$453,447</b>	<b>\$409,739</b>		<b>\$319,804</b>	<b>\$399,880</b>
<b>GENERAL AND ADMINISTRATIVE</b>					
5100 - ANNUAL AUDIT / TAX PREP	<b>\$10,000</b>	<b>\$9,138</b>	Annual tax audit is about the same each year	\$9,138	\$10,000
5200 - ALLOWANCE FOR DOUBTFUL ACCOUNTS - BAD DEBT	<b>20,000</b>	<b>13,000</b>		2,259	31,500
5250 - BANK FEES & SAFE DEPOSIT BOX	<b>50</b>	<b>80</b>	Bank confirmed we are only paying \$50 for safety deposit box per year.	80	165
5285 - CELL PHONE ALLOWANCE	<b>2,880</b>	<b>880</b>	GM, PM & Maintenance Supervisor phones	80	0
5290 - COMPUTER SERVICES LABOR	<b>8,688</b>	<b>7,240</b>	\$724 monthly Merit IT support service	5,792	9,000
5292 - COMPUTER HARDWARE / PRINTERS	<b>1,000</b>	<b>1,029</b>		828	1,000
5295 - COPIER MAINTENANCE	<b>3,120</b>	<b>3,966</b>	Copier maintenance based on usage	3,886	2,850
5300 - DUES & SUBSCRIPTIONS	<b>480</b>	<b>477</b>	Amazon Prime - \$15; Mail Chimp - \$25	396	1,500
5305 - SOFTWARE	<b>1,500</b>	<b>3,535</b>		3,535	2,000
5320 - EDUCATION & PLANNING / TRAINING	<b>3,000</b>	<b>2,077</b>	HOA Leader seminars, Notary Public renewals and other training staff may need to attend.	1,077	1,000

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5400 - PROPERTY INSURANCE	32,000	29,700		20,859	33,000
5450 - KONICA SCANNER LEASE	1,680	280	\$140 monthly scanner lease	0	1,000
5500 - LEGAL FEES - ADMIN	20,000	45,000		38,208	25,000
5510 - LEGAL - SOLAR LITIGATION	0	583		583	0
5520 - LICENSES/PERMITS	400	380		365	1,000
5530 - LIEN/COLLECTION COSTS	9,250	7,586	Average of 60 accounts at \$50 each and 25 accounts at \$250 each	3,585	8,000
5600 - MANAGEMENT FEES - HOAMCO	30,000	30,710	\$2,500 average monthly fee	25,710	29,100
5800 - OFFICE SUPPLIES	7,000	9,871		9,070	6,000
5815 - POSTAGE MACHINE RENTAL & POSTAGE	14,109	7,009	This will be combined with both postage permits (\$225 each), postage and postage rental from GL 5810	6,708	8,050
5820 - PRINTING	10,000	16,769		16,769	18,000
5870 - TRAVEL/ MILEAGE	600	1,475		1,150	650
5940 - WORKERS' COMP INSURANCE	0	0		0	1,000
6000 - PAYROLL – ADMIN.	199,655	161,744	GM, PM and Admin. salaries plus overhead and benefits	126,729	218,669

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6006 - EMPLOYEE NEW HIRE EXPENSES	1,500	1,800		1,160	
6385 - NEIGHBORHOOD WATCH	500	500		500	500
7500 - TELEPHONE	8,040	6,770	Avaya - \$210 monthly, CenturyLink Internet - \$460 monthly. Both include taxes.	4,856	5,450
8250 - OPERATING CONTINGENCY	30,000	0		0	30,000
8800 - TAXES - FEDERAL	500	500		0	500
8850 - TAXES - STATE	500	500		50	500
<b><u>Total GENERAL AND ADMINISTRATIVE</u></b>	<b>\$416,452</b>	<b>\$362,599</b>		<b>\$283,371</b>	<b>\$445,434</b>
<b><u>POOL OPERATIONS</u></b>					
5858 - UNIFORMS & SUPPLIES	\$2,500	\$1,804	Lifeguard uniforms	\$1,804	\$1,500
6003 - POOL PAYROLL	106,281	64,365	4,953 hours plus 640 hours for pool manager and 22% average benefits; HOAMCO 3% fee included	57,355	87,948
6420 - POOL CHEMICALS	4,500	5,065		5,064	4,000
6430 - POOL ELECTRICITY	6,500	6,809		6,608	7,000
6440 - POOL NATURAL GAS	2,000	1,309		1,108	4,000



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6455 - POOL REPAIRS & MAINTENANCE	12,000	14,968		14,968	12,000
6465 - POOL WATER	10,000	39,726	5 months at \$2,000	35,926	2,200
<b><u>Total POOL OPERATIONS</u></b>	<b><u>\$143,781</u></b>	<b><u>\$134,046</u></b>		<b><u>\$122,833</u></b>	<b><u>\$118,648</u></b>
<b><u>STABLE OPERATIONS</u></b>					
6630 - STABLE - ELECTRICITY	300	145		\$105	450.00
6631 - STABLE - FLY PROGRAM	1,100	1,056	Yearly subscription rate includes 10 shipments	1,055	825.00
6632 - STABLE - MANURE REMOVAL	7,560	6,751	Average removal is \$630 per month	5,491	6,550.00
6633 - STABLE - PORTABLE TOILET	1,092	815	\$91 per month	632	1,100.00
6634 - STABLE - REPAIRS & MAINTENANCE	10,000	1,500	New signs are needed along with other maintenance items	0	15,250.00
6635 - STABLE - ROAD MAINTENANCE	4,000	0	Deferred from 2018.	0	6,000.00
6636 - STABLE - WATER	13,200	7,710		7,489	7,800.00
6637 - STABLE - TAXES	2,500	2,500		0	2,800.00
<b><u>Total STABLE OPERATIONS</u></b>	<b><u>\$39,752</u></b>	<b><u>\$20,477</u></b>		<b><u>\$14,772</u></b>	<b><u>\$40,775</u></b>
<b><u>NON-RECURRING OPERATING PROJECTS</u></b>					

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8600 - REPLACEMENT RESERVE EXTERNAL STUDY	\$4,000	\$1,500	Onsite Reserve Study	\$0	\$0
8610 - BIKE PATH CROSSING UPGRADES - MATERIALS	30,000	0	County unable to begin work in 2018	0	30,000
<b>Total NONRECURRING OPERATING PROJECTS</b>	<b>\$34,000</b>	<b>\$1,500</b>		<b>\$0</b>	<b>\$30,000</b>
<b>Total Expense</b>	<b>\$1,286,376</b>	<b>\$1,116,776</b>		<b>\$874,302</b>	<b>\$1,200,228</b>
<b>CAPITAL RESERVE</b>					
9250 - OPERATING CAPITAL RESERVE	\$68,000	\$55,000			65,000
<b>TOTAL CAPITAL RESERVE</b>	<b>\$68,000</b>	<b>\$55,000</b>			<b>65,000</b>
<b>TOTAL OPERATING EXPENSES &amp; CAPITAL RESERVE</b>	<b>\$1,354,376</b>	<b>\$1,171,776</b>			<b>\$1,265,228</b>
<b>PROJECTED TRANSFER TO R&amp;R</b>	<b>\$176,184</b>	<b>\$353,277</b>			
<b>REPLACEMENT &amp; RESERVES</b>					
Conference Room Lighting	\$1,033				
Office Document and File Servers	4,204				

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Baby Pool Chemical Controller	2,421				
Lane Markers and Floats	2,437				
Baby Pool Water Heater	2,421				
Pool Bath House Remodel	50,000				
Pool electrical, Mechanical & Backwash System Upgrades	75,000				
Pool Aprons / Decking	175,000				
Well Pressure Pump	3,200				
Dog Park Benches	1,076				
Riding Arena Subsurface and Railing	27,315				
Preserve Parking Area Culvert Replace	1,500				
CC Floor Coverings	5,151				
Dog Park Shade Structures	8,000				
<b>Total RESERVE EXPENSE</b>	<b>\$358,758</b>	<b>\$163,586</b>			
<b>Total Reserve Expense</b>					
<b>Reserve Net Income</b>					

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